

TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting

Thursday, March 31, 2022 – 9:00 a.m. (Central)
1 Bridgestone Park, Nashville, Tennessee

I. Minutes

- A. December 9, 2021 Quarterly Board Meeting
- B. December 20, 2021 Special Called Meeting of the Board
- C. January 31, 2022 Special Called Meeting of the Board

II. Report of Interim Action

III. Report of the Committees

- A. Approval of the Minutes from the March 8, 2022 Meeting of the Audit Committee

IV. Report of the Chancellor

- A. SOAR Awards
- B. Presentation by the Ayers Foundation - Susan Rhodes and Mike Meadows
- C. Strategic Articulation Agreements

V. Unfinished Business

VI. New Business

- A. Consent Agenda
 - 1. Review and Approve New and Revisions to TBR Policies
 - a. New Policy 4.02.10.20 Gift Card Policy
 - b. New Policy 4.01.08.00 Financial Management of Student Organizations
 - c. Revisions to Policy 3.01.01.00 Student Organizations Policy
- B. Informational Reporting
 - 1. External Affairs Update (*McCormick*)
 - 2. State Budget Update (*Gibbs*)
 - 3. Workforce Development Update (*Puryear*)
 - 4. Policy and Strategy Update (*Deaton*)
 - ADAPTS Remote Work Demo
 - College Enrollment and Student Success
- C. Action Items
 - 1. Report of the Personnel and Compensation Committee Meeting on March 25, 2022 that includes Compensation Plan Methodology
 - 2. Corequisite Placement Pilot and HS GPA in Learning Support (*Deaton*)
 - 3. Proposed Program Implementations at the Colleges of Applied Technology (*Blackwood*)
 - 4. Review and Consider Criteria for the President of Northeast State Community College (*Tydings*)
 - 5. Review and Consider Northeast State Community College Strategic Plan (*Deaton*)
 - 6. Review and Consider Walters State Community College Strategic Plan (*Deaton*)
 - 7. Review and Consider Faculty Emeriti Recommendations (*Blackwood*)
 - 8. Review and Consider President Emeritus Status and Contract for Dr. Karen Bowyer (*Reynolds*)
 - 9. Review and Consider Building Naming Request from Dyersburg State Community College (*Tydings*)
 - 10. Review and Consider Resolution of Appreciation for President Jerry Young (*Burdine*)
 - 11. Review and Consider Recommendation for the President of TCAT Morristown (*Tydings*)

**TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting
March 31, 2022**

EXECUTIVE SUMMARY

I. Minutes

The Board will consider approving minutes from the December 9, 2021 regular quarterly meeting, December 20, 2021 and January 31, 2022 special called meetings.

II. Report of Interim Action

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

III. Report of the Committees

The Board will consider approving the minutes of the following Committee meetings:

A. Report of the Audit Committee meeting on March 8, 2022

IV. Report of the Chancellor

V. Unfinished Business

There is no unfinished business to come before the Board at this time.

VI. New Business - Consent Agenda

1. Review and Approve New and Revisions to TBR Policies

a. New Policy 4.02.10.20 Gift Card Policy

TBR Staff recommends approval of a new Gift Card Policy.

The purpose of the policy is to establish policy and procedures regarding the issuance of gift cards so that we may handle them more consistently across the system.

From time-to-time campuses have a business need to issue gift cards. Therefore, the college business officers thought it would help if we developed a policy regarding gift cards. To that end, a sub-group of the business officers worked to develop the policy before you today.

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A few points about the gift cards are:

- Gift cards would be \$100 or less
- Examples of gift card usage would be:
 - As a thank you for a volunteer if they are not a regular college employee
 - As part of a grant project if approved in the grant
 - As an incentive to encourage participation in things like a student survey

b. New Policy 4.01.08.00 Financial Management of Student Organizations

TBR Staff recommends approval of the new Financial Management of Student Organizations Policy.

During our recent Sunset Audit, the auditors reported an observation (not a finding) but instead a suggestion, that TBR should strengthen the student organization policy to ensure colleges implement adequate financial safeguards to protect student organization funds.

Just prior to our audit, a fraud had occurred at one of the universities with one of their student organizations. Although our student organization balances are relatively small, the auditors looked at our policy and suggested adding additional controls to the policy.

As part of our review of the Student Organization Policy, we decided that it would be better to have the new internal control/financial language in a separate financial policy that is before you. These controls address such things as banking procedures, fundraising procedures, and disbursements.

c. Revisions to TBR Policy 3.01.01.00 Student Organization Policy

TBR Staff recommends approval of revisions to the Student Organizations Policy.

During our recent Sunset Audit, the auditors reported an observation (not a finding) but instead a suggestion, that TBR should strengthen the student organization policy to ensure colleges implement adequate financial safeguards to protect student organization funds.

As part of our review of the Student Organization Policy, we decided that it would be better to have the new internal control/financial language in a separate financial policy.

Therefore, the revised Student Organizations Policy now will refer to the new Financial Management of Student Organizations Policy.

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Additionally, there is some clean up done to the revised Student Organization Policy to remove references to social fraternities and sororities. These items were a holdover from when the LGI's were included in our policies.

New Business - Informational Reporting

1. External Affairs Update (*McCormick*)

Members will receive activity highlights from the office of External Affairs. The update will include the search status for the Assistant Vice Chancellor for Campus Safety/TCAT Police Chief and a Government Relations report activity of the Second Session of the 112th General Assembly, which convened on January 11, 2022. Executive Vice Chancellor McCormick will provide status updates on key pieces of legislation being tracked by the Government Relations Department.

2. State Budget Update (*Gibbs*)

The Board will hear a report from Executive Vice Chancellor Gibbs regarding the governor's budget recommendations.

3. Workforce Development Update (*Puryear*)

- **Workforce Updates.** Tennessee Board of Regents colleges across the state continue to develop workforce training programs to meet the needs of industry, and the pace of program development is already picking up in early 2022. President Carol Puryear will review current workforce development projects and activities, including campus workforce training initiatives, apprenticeships, and updates on the Governor's Correctional Education Initiative.
- **Spotlight on Ford Blue Oval City.** The development of the new Tennessee College of Applied Technology (TCAT) on the Memphis Regional Megasite in conjunction with Ford Motor Company and SK Innovation's Blue Oval City is a landmark project whose effects will be felt across the nation for many years to come. President Puryear will provide an update on this critical project, including progress on the customized training and the electric vehicle technology to be manufactured at the Megasite.

4. Policy and Strategy Update (*Deaton*)

- **ADAPTS Remote Work Demo**

There will be a presentation on **TN ADAPTS**, which is a remote employment training course designed for students and recent graduates of TBR institutions.

The Instructional Design and Training team of TN eCampus developed this asynchronous online training course to help participants understand the characteristics of a successful remote worker, including strategies for working remotely and guidance for remaining connected to an organization.

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TN ADAPTS encourages participants to:

- **AIM** - Using your degree to further your career goals
- **DEFINE** - Understanding remote work specifications and characteristics
- **APPLY** - Applying for and interviewing for remote employment
- **PREPARE** - Selecting the right tools and creating a remote work environment
- To **SUCCEED** - Working and succeeding as a remote employee

○ **College Enrollment and Student Success**

Executive Vice Chancellor Russ Deaton will provide a presentation on enrollment and success at TCATs and community colleges.

The presentation will include an update about community college and TCAT enrollment in fall 2021, community college and TCAT graduates in fall 2021, and preliminary enrollment trends for spring 2022.

New Business – Action Items

1. Report of the Personnel and Compensation Committee Meeting on March 25, 2022 that includes Compensation Plan Methodology

The Board will be asked to consider approving the minutes from the Personnel and Compensation Committee on March 25, 2022 that includes Compensation Plan Methodology.

2. Corequisite Placement Pilot and HS GPA in Learning Support (*Deaton*)

The proposed revision to the TBR learning support policy adds students' cumulative high school GPA as an assessment method for learning support placement, alongside existing test-based assessment methods. The proposed revision sets the high school GPA cut score at 3.6 on a 4.0 scale.

TBR's existing EPSO policy ([2.01.00.05](#)) requires that dual enrolled students meet placement requirements outlined in the learning support policy. This proposed revision to the learning support policy gives schools additional flexibility to determine placement for dual enrolled students in college-level math, reading, and writing courses based on their in-progress high school GPA of at least 2.8 and a recommendation from the students' high schools.

This proposed policy change is based on the results of the two-year study of the Corequisite Placement Pilot.

3. Proposed Program Implementations at the Colleges of Applied Technology *(Blackwood)*

Program Proposals requiring Board approval from TCAT Committee:

Twenty-nine (29) program proposals are being presented for the Committee's review and approval. These proposals will allow the Technical Colleges to be more responsive to the needs of students, businesses, and industries. Please see corresponding implementation proposals for each program following the list below. The proposals are:

1. Implementation of a Truck Driving program at TCAT Harriman-Three-Star Extension Campus (2M).
2. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Liberty Creek High School (2N)
3. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville main campus.
4. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Wilson County Campus (ZM).
5. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Tri County Extension Campus (AC).
6. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Gallatin High School (2A).
7. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Gordonsville High School (2D).
8. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Smith County High School (2E).
9. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Westmoreland High School (2C).
10. Implementation of a Truck Driving program at TCAT Hartsville-Wilson County campus (ZM).
11. Implementation of a Digital Agronomy program at TCAT Jackson-Whiteville location (2S).
12. Replicate the existing Patient Care Technology/Medical Assisting program at TCAT Jackson- Humboldt Higher Education Instructional Service Center (2J).
13. Implementation of a Pipefitting and Plumbing Technology program at TCAT Jackson-Humboldt Higher Education Instructional Service Center (2J).

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14. Implementation of a Digital Graphic Design Technology dual enrollment program at TCAT Livingston- Cookeville High School location (2C).
15. Duplicate the existing of Computer Information Technology to include part-time evening program at TCAT McMinnville main campus.
16. Duplicate the existing of Industrial Electricity to include a part-time evening program at TCAT McMinnville main campus.
17. Relocate the existing of Industrial Maintenance program from the TCAT McMinnville-Manchester Instructional Service Center to the Coffee County Instructional Service Center (pending THEC site code approval).
18. Duplicate the existing of Machine Tool Technology to include an evening program at TCAT McMinnville main campus.
19. Replication of an existing Automotive Technology program to offer an adult evening program at TCAT Memphis- Collierville Instructional Service Center (pending THEC site code approval).
20. Replication of an existing Welding Technology program to offer an adult evening program at TCAT Memphis- Collierville Instructional Service Center (pending THEC site code approval).
21. Implementation of an Industrial Electrical Maintenance-Mechatronics program at TCAT Nashville-Springfield campus (2A).
22. Implementation of Building Construction Technology program at TCAT Newbern main campus.
23. Implementation of Culinary Arts program at TCAT Oneida/Huntsville -Morgan County Correctional Complex (2C).
24. Implementation of Culinary Arts evening program at TCAT Oneida/Huntsville - Morgan County Career and Technical Center (2A).
25. Duplicate the existing Practical Nursing program and offer in the evening at TCAT Oneida/Huntsville campus.
26. Duplicate the existing Practical Nursing program and offer in the evening at TCAT Oneida/Huntsville - York Institute Instructional Service Center (AB).
27. Duplicate the existing Truck Driving program and offer in the evening at TCAT Oneida/Huntsville - Morgan County Regional Complex (2C).
28. Duplicate the existing Digital Agronomy program at TCAT Ripley- Bells Campus (2C).
29. Duplicate the existing Welding Technology program at and offer in the evening at TCAT Ripley- Ripley Instructional Service Center (pending THEC site code approval).

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Distance Education Delivery

In the event of an emergency, TCATs seek approval to provide program instruction flexibility through a Council on Occupational Education (COE) for permanent traditional distance education or traditional/hybrid. The Office of Academic Affairs recommends approval for the following two-hundred and five (205) proposals:

1. Administrative Office Technology diploma program at TCAT Athens
2. Computer Electronics diploma program at TCAT Athens
3. Automotive Technology diploma program at TCAT Athens
4. Collision Repair Technology diploma program at TCAT Athens
5. Mechanical Maintenance Electrical and Instrumentation diploma program at TCAT Athens
6. Machine Tool Technology diploma program at TCAT Athens
7. Practical Nursing diploma program at TCAT Athens
8. Welding Technology diploma program at TCAT Athens
9. Administrative Office Technology diploma program at TCAT Covington
10. Automotive Technology diploma program at TCAT Covington
11. Dental Assisting Technology diploma program at TCAT Covington
12. Digital Agronomy diploma program at TCAT Covington
13. Hybrid and Electrical Vehicle diploma program at TCAT Covington
14. Heating, Ventilation, Air Conditioning/Refrigeration diploma program at TCAT Covington
15. Industrial Maintenance diploma program at TCAT Covington
16. Machine Tool Technology diploma program at TCAT Covington
17. Pharmacy Technology diploma program at TCAT Covington
18. Practical Nursing diploma program at TCAT Covington
19. Welding Technology diploma program at TCAT Covington
20. Emergency Medical Technology diploma program at TCAT Crump
21. Electrical and Plumbing Construction Technology diploma program at TCAT Crump
22. Diesel Powered Equipment Technology diploma program at TCAT Crump
23. Heavy Equipment Technology diploma program at TCAT Crump
24. Practical Nursing diploma program at TCAT Crump
25. Truck Driving certificate program at TCAT Crump
26. Welding Technology diploma program at TCAT Crump
27. Computer Information Technology diploma program at TCAT Dickson
28. Computer Information Technology diploma program at TCAT Elizabethton
29. Administrative Office Technology diploma program at TCAT Harriman
30. Automotive Technology diploma program at TCAT Harriman
31. Building Construction Technology diploma program at TCAT Harriman
32. Certified Nursing Assistant certificate program at TCAT Harriman
33. Cosmetology diploma program at TCAT Harriman
34. Diesel Powered Equipment Technology diploma program at TCAT Harriman
35. Industrial Maintenance Repair diploma program at TCAT Harriman
36. Machine Tool Technology diploma program at TCAT Harriman
37. Medical Office Assistant diploma program at TCAT Harriman
38. Practical Nursing diploma program at TCAT Harriman
39. Residential/Commercial/Industrial Electricity diploma program at TCAT Harriman

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40. Welding Technology diploma program at TCAT Harriman
41. Administrative Office Technology diploma program at TCAT Hartsville
42. Advanced Manufacturing Technology diploma program at TCAT Hartsville
43. Automotive Technology diploma program at TCAT Hartsville
44. Computer Information Technology diploma program at TCAT Hartsville
45. Heating, Ventilation, Air Conditioning and Refrigeration Technology diploma program at TCAT Hartsville
46. Industrial Maintenance/Mechatronics diploma program at TCAT Hartsville
47. Machine Tool Technology diploma program at TCAT Hartsville
48. Nursing Aide certificate program at TCAT Hartsville
49. Patient Care Technician certificate program at TCAT Hartsville
50. Practical Nursing diploma program at TCAT Hartsville
51. Welding Technology diploma program at TCAT Hartsville
52. Forestry and Ag Technology diploma program at TCAT Hohenwald
53. Power Sports Technology diploma program at TCAT Hohenwald
54. Administrative Office Technology diploma program at TCAT Jacksboro
55. Automotive Technology diploma program at TCAT Jackson
56. Collision Repair Technology diploma program at TCAT Jackson
57. Computer Aided Design Technology diploma program at TCAT Jackson
58. Computer Information Systems diploma program at TCAT Jackson
59. Computer Information Technology diploma program at TCAT Jackson
60. Electrician Apprenticeship diploma program at TCAT Jackson
61. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Jackson
62. Health Information Management diploma program at TCAT Jackson
63. Industrial Electricity diploma program at TCAT Jackson
64. Industrial Maintenance diploma program at TCAT Jackson
65. Industrial Maintenance Integrated Automation diploma program at TCAT Jackson
66. Machine Tool Technology diploma program at TCAT Jackson
67. Patient Care Technology/Medical Assisting diploma program at TCAT Jackson
68. Practical Nursing diploma program at TCAT Jackson
69. Surgical Technology diploma program at TCAT Jackson
70. Tool and Die Machining diploma program at TCAT Jackson
71. Truck Driving certificate program at TCAT Jackson
72. Welding Technology diploma program at TCAT Jackson
73. Automotive Technology diploma program at TCAT Knoxville
74. Diesel Powered Equipment Technology diploma program at TCAT Knoxville
75. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Knoxville
76. Industrial Maintenance/Mechatronics diploma program at TCAT Knoxville
77. Nursing Aide certificate program at TCAT Knoxville
78. Power Line Construction and Maintenance certificate program at TCAT Knoxville
79. Welding Technology diploma program at TCAT Knoxville
80. Injection Molding Technology diploma program at TCAT Livingston
81. Administrative Office Technology diploma program at TCAT McKenzie
82. Automotive Technology diploma program at TCAT McKenzie
83. Heating, Ventilation, Air Conditioning/Refrigeration diploma program at TCAT McKenzie

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84. Industrial Maintenance/Integration Automation Technology diploma program at TCAT McKenzie
85. Information Technology Systems Management diploma program at TCAT McKenzie
86. Machine Tool Technology diploma program at TCAT McKenzie
87. Major Appliance Repair diploma program at TCAT McKenzie
88. Welding Technology diploma program at TCAT McKenzie
89. Automotive Technology diploma program at TCAT McMinnville
90. Building Construction Technology diploma program at TCAT McMinnville
91. Computer Information Technology diploma program at TCAT McMinnville
92. Cosmetology diploma program at TCAT McMinnville
93. Industrial Electricity diploma program at TCAT McMinnville
94. Industrial Maintenance diploma program at TCAT McMinnville
95. Machine Tool Technology diploma program at TCAT McMinnville
96. Practical Nursing diploma program at TCAT McMinnville
97. Welding Technology diploma program at TCAT McMinnville
98. Administrative Office Technology diploma program at TCAT Morristown
99. Automotive Technology diploma program at TCAT Morristown
100. Aviation Maintenance Technology diploma program at TCAT Morristown
101. Building Construction Technology diploma program at TCAT Morristown
102. Collision Repair Technology diploma program at TCAT Morristown
103. Computer Aided Design Technology diploma program at TCAT Morristown
104. Computer Information Technology diploma program at TCAT Morristown
105. Cosmetology diploma program at TCAT Morristown
106. Digital Graphic Design diploma program at TCAT Morristown
107. Heating, Ventilation, Air Conditioning, and Refrigeration diploma program at TCAT Morristown
108. Industrial Electricity diploma program at TCAT Morristown
109. Industrial Maintenance diploma program at TCAT Morristown
110. Machine Tool Technology diploma program at TCAT Morristown
111. Pipefitting and Plumbing Technology diploma program at TCAT Morristown
112. Practical Nursing diploma program at TCAT Morristown
113. Welding Technology diploma program at TCAT Morristown
114. Aesthetics Technology certificate program at TCAT Murfreesboro
115. Automotive Service Technology diploma program at TCAT Murfreesboro
116. Cosmetology Instructor Training certificate program at TCAT Murfreesboro
117. Emergency Medical Technology certificate program at TCAT Murfreesboro
118. Information Technology diploma program at TCAT Murfreesboro
119. Manicuring certificate program at TCAT Murfreesboro
120. Nursing Aide certificate program at TCAT Murfreesboro
121. Welding Technology diploma program at TCAT Murfreesboro
122. Advanced Manufacturing diploma program at TCAT Nashville
123. Aesthetics Technology certificate program at TCAT Nashville
124. Automotive Technology diploma program at TCAT Nashville
125. Aviation Maintenance Technology diploma program at TCAT Nashville
126. Building Construction Technology diploma program at TCAT Nashville
127. Collision Repair Technology diploma program at TCAT Nashville
128. Computer Aided Design Technology diploma program at TCAT Nashville
129. Cosmetology diploma program at TCAT Nashville

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130. Diesel Powered Equipment Technology diploma program at TCAT Nashville
131. Early Childhood Education diploma program at TCAT Nashville
132. Heating, Ventilation, Air Conditioning, and Refrigeration diploma program at TCAT Nashville
133. Machine Tool Technology diploma program at TCAT Nashville
134. Practical Nursing diploma program at TCAT Nashville
135. Welding Technology diploma program at TCAT Nashville
136. Building Construction Technology diploma program at TCAT Newbern
137. Heating, Ventilation, Air conditioning and Refrigeration diploma program at TCAT Newbern
138. Practical Nursing diploma program at TCAT Newbern
139. Trucking Driving certificate program at TCAT Newbern
140. Administrative Office Technology diploma program at TCAT Oneida/Huntsville
141. Automotive Technology diploma program at TCAT Oneida/Huntsville
142. Building Construction Technology diploma program at TCAT Oneida/Huntsville
143. Collision Repair Technology diploma program at TCAT Oneida/Huntsville
144. Computer Information Technology diploma program at TCAT Oneida/Huntsville
145. Cosmetology diploma program at TCAT Oneida/Huntsville
146. Diesel-Powered Equipment Technology diploma program at TCAT Oneida/Huntsville
147. Emergency Medical Technology certificate program at TCAT Oneida/Huntsville
148. Farming Operations Technology diploma program at TCAT Oneida/Huntsville
149. Industrial Maintenance-Mechatronics diploma program at TCAT Oneida/Huntsville
150. Machine Tool Technology diploma program at TCAT Oneida/Huntsville
151. Nursing Aide certificate program at TCAT Oneida/Huntsville
152. Pharmacy Technology diploma program at TCAT Oneida/Huntsville
153. Power Line Construction and Maintenance certificate program at TCAT Oneida/Huntsville
154. Practical Nursing diploma program at TCAT Oneida/Huntsville
155. Truck Driving certificate program at TCAT Oneida/Huntsville
156. Welding Technology diploma program at TCAT Oneida/Huntsville
157. Administrative Office Technology diploma program at TCAT Paris
158. Collision Repair Technology diploma program at TCAT Paris
159. Cosmetology diploma program at TCAT Paris
160. Health Information Management Technology diploma program at TCAT Paris
161. Industrial Maintenance/Integration Automation Technology diploma program at TCAT Paris
162. Information Technology Systems Management diploma program at TCAT Paris
163. Machine Tool Technology diploma program at TCAT Paris
164. Motorcycle/ATV Repair diploma program at TCAT Paris
165. Outdoor Power Equipment diploma program at TCAT Paris
166. Practical Nursing diploma program at TCAT Paris
167. Residential Building Maintenance diploma program at TCAT Paris
168. Welding Technology diploma program at TCAT Paris
169. Administrative Office Technology diploma program at TCAT Pulaski
170. Advanced Manufacturing Education diploma program at TCAT Pulaski
171. Building Construction Technology diploma program at TCAT Pulaski

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172. CNC Machining Technology diploma program at TCAT Pulaski
173. Computer Operating Systems and Network Technology diploma program at TCAT Pulaski
174. Electrical and Plumbing Construction Technology diploma program at TCAT Pulaski
175. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Pulaski
176. Industrial Electricity diploma program at TCAT Pulaski
177. Industrial Maintenance Technology diploma program at TCAT Pulaski
178. Patient Care Technology/Medical Assisting diploma program at TCAT Pulaski
179. Pharmacy Technology diploma program at TCAT Pulaski
180. Practical Nursing diploma program at TCAT Pulaski
181. Residential/Commercial Wiring and Plumbing diploma program at TCAT Pulaski
182. Welding Technology diploma program at TCAT Pulaski
183. Barbering diploma program at TCAT Ripley
184. Cosmetology diploma program at TCAT Ripley
185. Digital Agronomy diploma program at TCAT Ripley
186. Health Information Management Technology diploma program at TCAT Ripley
187. Industrial Electricity diploma program at TCAT Ripley
188. Industrial Maintenance diploma program at TCAT Ripley
189. Industrial Maintenance Automation diploma program at TCAT Ripley
190. Manufacturing Technology diploma program at TCAT Ripley
191. Patient Care Technology/Medical Assisting diploma program at TCAT Ripley
192. Practical Nursing diploma program at TCAT Ripley
193. Welding Technology diploma program at TCAT Ripley
194. Administrative Office Technology diploma program at TCAT Shelbyville.
195. Automotive Technology diploma program at TCAT Shelbyville.
196. Computer Aided Design Technology diploma program at TCAT Shelbyville.
197. Farming Operations Technology diploma program at TCAT Shelbyville.
198. Heating, Ventilation, Air Conditioning and Refrigeration Technology diploma program at TCAT Shelbyville.
199. Industrial Electricity diploma program at TCAT Shelbyville.
200. Industrial Maintenance Automation diploma program at TCAT Shelbyville.
201. Information Technology and Infrastructure Management diploma program at TCAT Shelbyville.
202. Machine Tool Technology diploma program at TCAT Shelbyville.
203. Practical Nursing diploma program at TCAT Shelbyville.
204. Truck Driving certificate program at TCAT Shelbyville.
205. Welding Technology diploma program at TCAT Shelbyville

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Academic Actions for March 2022 Requiring Only Notification to Vice Chancellor:

Nineteen (19) academic actions were submitted by a TCAT institution to the Vice-Chancellor for approval based on section C of the TBR Policy: 2:01:02:00, requiring only notification to the Vice-Chancellor. Appropriate documentation to support the need was provided. The proposals are as follows:

College	Summary of Proposal	New Costs/Funding Source	Approval/Implementation Date
TCAT Crossville	TCAT Crossville proposes to inactivate the Production and Logistics Technology program at the main campus due to lack of enrollment.	None	Summer 2022
TCAT Jackson	TCAT Jackson proposes to inactivate the Practical Nursing program at the Whiteville (2S) location due to low enrollment and retention.	None	Summer 2022
TCAT Jackson	TCAT Jackson proposes to terminate the Pipefitting and Plumbing Technology program at the main campus and move to another location.	None	Summer 2022
TCAT Knoxville	TCAT Knoxville proposes to terminate the evening Automotive Technology program at the main campus due to low enrollment and low completion rates.	None	Spring 2023
TCAT Livingston	TCAT Livingston proposes to change the name from Building and Electrical Technology to Electrical and Plumbing Technology to align with statewide curriculum.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to inactivate the Health Science Education program (dual enrollment only) on the main campus and all high school campus locations. This program is replaced with PCT/Medical Assisting.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to inactivate the adult Advanced Manufacturing Education program and replace with other advanced manufacturing related programs.	None	Spring 2022
TCAT McMinnville	TCAT McMinnville proposes to close the Manchester Instructional Service Center located at 1877 Volunteer Parkway, Manchester, TN 37355 due to expired lease agreement. Programs will be relocated to new location.	None	Spring 2022

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TCAT Murfreesboro	TCAT Murfreesboro proposes to reduce the number of clock hours for the Emergency Medical Technology program to from 744 clock hours to 600 clock hours due to high demand.	None	Summer 2022
TCAT Murfreesboro	TCAT Murfreesboro proposes to terminate the Administrative Office Technology program due to declining enrollment and placement.	None	Summer 2022
TCAT Murfreesboro	TCAT Murfreesboro proposes to terminate the Pharmacy Technology program due to declining enrollment and placement.	None	Summer 2022
TCAT Nashville	TCAT Nashville proposes to reduce the number of clock hours in the Heating, Ventilation, Air Conditioning, & Refrigeration Apprenticeship program from 8955 clock hours to 5184 clock hours due better align with industry.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to terminate the Administrative Office Technology program at the Portland Instructional Service Center (2C) due to low enrollment.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to terminate the Cosmetology program at the TCAT Nashville Springfield (2A) campus due to continuous low enrollment.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to reduce the number of clock hours in the Electrician Apprenticeship Training program from 8263 hours to 5184 to better align with industry.	None	Fall 2022
TCAT Newbern	TCAT Newbern proposes to increase the Truck Driving Program from 222 clock hours to 333 clock hours to include the additional endorsements.	None	Summer 2022
TCAT Oneida/Huntsville	TCAT Oneida/Huntsville proposes to reduce the program length for the Farming Operations Technology program from 1728 to 1296 clock hours to meet the industry demands in their service area.	None	Summer 2022
TCAT Ripley	TCAT Ripley proposes to inactivate the Emergency Medical Technology Program due to a lack of availability of qualified faculty to teach a part-time program in the service delivery area.	None	Spring 2022

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TCAT Shelbyville	TCAT Shelbyville proposes to reduce program length for the Information Technology and Infrastructure Management program from 2160 to 1296 clock hours only at the Franklin County Extension Campus (2K).	None	Fall 2022
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4. Review and consider Criteria for the President of Northeast State Community College (Tydings)

Amid the departure of Dr. Bethany Bullock as President of Northeast State Community College (NSCC), the Board will be asked to review and consider criteria for the next president of NSCC. After the Board's action, the selection criteria will be used to advertise the president's position in a nationwide search. Executive search firm, Academic Search, will assist the search committee in finding candidates to fill the position.

5. Review and Consider Northeast State Community College Strategic Plan (Deaton)

To meet TBR and SACSCOC expectations, each community college periodically brings its Strategic Plan and mission statement to the Board for review and approval. Now that the Board has approved the TBR Strategic Plan at the June 2021 meeting, it is in effect and functions as a guide and a foundational document for individual college strategic plans. No college is required to emulate its precise structure or the specific pillars and themes, though each college plan should establish clear linkages with relevant elements of the TBR Strategic Plan. Further, it is expected that college strategic plans should extend the ideas set forth in the TBR Strategic Plan to be more specific and actionable as colleges see fit in the course of pursuing their local and regional mission. Colleges can identify additional ideas and pursuits as foundational to its mission, as long as they are philosophically consistent with the TBR Strategic Plan.

Northeast State Community College has engaged campus and community constituencies to develop its revised 2015-25 strategic plan around four broad themes of student access, student success, program quality, and college accountability. Interim President Connie Marshall and Vice President for Institutional Excellence and Student Success Susan Graybeal presented the plan recently to Chancellor Tydings and staff for a discussion, and TBR staff recommend it for approval. Northeast State Community College also brings forth a revised mission statement that can be found in the supporting documents.

Therefore, staff recommend that the Board approve the Northeast State Community College Strategic Plan, as well as its Mission Statement.

6. Review and Consider Walters State Community College Strategic Plan (Deaton)

To meet TBR and SACSCOC expectations, each community college periodically brings its Strategic Plan and mission statement to the Board for review and approval. Now that the Board has approved the TBR Strategic Plan at the June 2021 meeting, it is in effect and functions as a guide and a foundational document for individual college strategic plans. No college is required to emulate its precise structure or the specific pillars and themes, though

Executive Summary – March 2022 Quarterly Meeting

each college plan should establish clear linkages with relevant elements of the TBR Strategic Plan. Further, it is expected that college strategic plans should extend the ideas set forth in the TBR Strategic Plan to be more specific and actionable as colleges see fit in the course of pursuing their local and regional mission. Colleges can identify additional ideas and pursuits as foundational to its mission, as long as they are philosophically consistent with the TBR Strategic Plan.

Walters State Community College has engaged campus and community constituencies to develop its 2021-25 strategic plan around three core values of knowledge, individuals, and community, each of which has a series of strategic plan priorities that are connected to the TBR Strategic Plan pillars. President Tony Miksa and his senior team presented the plan recently to Chancellor Tydings and staff for a discussion, and TBR staff recommend it for approval. Walters State Community College also brings forth a revised mission statement that can be found in the supporting documents.

Therefore, staff recommend that the Board approve the Walters State Community College Strategic Plan, as well as its Mission Statement.

7. Review and Consider Faculty Emeriti Recommendations (*Blackwood*)

The following faculty emeritus candidates are being recommended to the Board for consideration and approval:

Professor	Rank/Discipline	Service Dates	College
Phyllis Gobbell	Associate Professor of English	2002-2022	Nashville State
John Koons	Associate Professor of Biology	1984-2020	Jackson State
Tim Britt	Associate Professor of Mathematics	1998-2022	Jackson State
Mary Wadley	Associate Professor of Spanish	1990-2021	Jackson State
Bob Raines	Professor of Psychology	2004-2022	Jackson State
Jane David	Professor of Physical Therapist Assistant	2005-2022	Jackson State
Billy Wesson	Professor of Reading	1985-2022	Jackson State
Karolyn Smith	Associate Professor of Nursing	2004-2022	Jackson State

Presidential nomination letters are enclosed with Board materials.

Executive Summary – March 2022 Quarterly Meeting

8. Review and Consider President Emeritus Status and Contract for Dr. Karen Bowyer *(Reynolds)*

TBR Policy 5.01.03.00, Retirement, and the Tennessee Code provide the Board with the authority to grant emeritus status to presidents who reach age sixty and serve as president for at least ten years. For those hired as a president prior to September 1, 2002, such as Dr. Bowyer, the Board may authorize a contract, which is attached.

9. Review and Consider Building Naming Request from Dyersburg State Community College *(Tydings)*

The Board is authorized to name buildings in honor of individuals who have made significant contributions to society and who otherwise meet the criteria established in TBR Policy 4.02.05.01, Naming Buildings and Facilities & Building Plaques.

For the reasons explained in the attached recommendation from Scott Cook, Dyersburg State Community College President, I believe Dr. Karen Bowyer meets the requirements in TBR policy and is deserving of the honor of having the Dyersburg State Mathematics Building renamed the Dr. Karen A. Bowyer Mathematics Building. Dyersburg State convened an appropriate committee to consider and make a recommendation, and its report establishes that:

- (1) Dr. Bowyer has made a significant contribution to the field of education or human betterment through her thirty-seven and one-half years of service as president of Dyersburg State;
- (2) Dr. Bowyer is an individual of recognized accomplishment and character;
- (3) Dr. Bowyer's contributions to Dyersburg State are historically significant; and
- (4) The building in question is properly associated with Dr. Bowyer given her background as a mathematics instructor and her integral role in securing funding for the mathematics building and other contributions to its construction.

10. Review and Consider Resolution of Appreciation for President Jerry Young *(Burdine)*

The Board will review and consider a resolution of appreciation for President Jerry Young, President of TCAT Morristown, for his years of service in the System.

11. Review and Consider Recommendation for the President of TCAT Morristown *(Tydings)*

The Board approved the search criteria and recruitment for the next president at TCAT Morristown on December 20, 2021. The 18 member search committee was comprised of faculty, staff, alum, students, and community members, as well as Board Members.

Executive Summary – March 2022 Quarterly Meeting

The committee met for the first time on January 10 and reviewed 12 applicants with experiences all across the country. Virtual interviews took place on February 14. Two candidates participated in on-campus and open forum interviews on March 14.

After careful consideration of the feedback received, Chancellor Tydings will recommend the next president of TCAT Morristown.

MINUTES

TENNESSEE BOARD OF REGENTS

REGULAR SESSION

December 9, 2021

The Tennessee Board of Regents met in regular session on December 9, 2021 at the TBR System Office located at 1 Bridgestone Park, Nashville, Tennessee. Vice Chair Emily Reynolds, presiding, called the meeting to order.

At the instruction of Vice Chair Reynolds, Board Secretary Mariah Perry called the roll. In accordance with T.C.A. § 8-44-108(c)(3), respective members who participated electronically by Microsoft Teams were asked to answer two questions when calling the roll. First, could the Regent simultaneously hear and speak with others participating in the meeting? Second, is the Regent alone in the room? The following members were present, and members who participated electronically all responded yes to both questions when the roll was called.

Dr. MaryLou Apple (via Microsoft Teams)
Mr. Miles Burdine
Mr. Greg Duckett
Mr. Mark George
Mr. Mark Gill
Ms. Yolanda Greene
Mr. Joey Hatch (via Microsoft Teams)
Dr. Emily House (via Microsoft Teams)
Ms. Nisha Powers
Ms. Wanda Reid
Ms. Emily Reynolds
Ms. Ramona Shelton (via Microsoft Teams)
Mr. Clifford Thompson
Ms. Danni Varlan
Mr. Weston Wamp

A quorum was present. Members not available to attend the meeting were Governor Bill Lee, Commissioner Charles Hatcher, Commissioner Penny Schwinn, and Regent Tom White.

I. MINUTES

Minutes from the September 24, 2021 regularly scheduled Board meeting, and the November 16, 2021 special called session were provided to all members prior to the meeting. Due to the Board's track record of unanimously adopting certain policies and requests, and given the presumed non-controversial and routine nature of the meeting minutes, Vice Chair Reynolds proposed that these

minutes be adopted by unanimous consent. Hearing no objection from members, the minutes of the September 24, 2021 and November 16, 2021 meetings were approved.

II. REPORT OF INTERIM ACTION

Vice Chair Reynolds called upon Chancellor Flora Tydings who presented the Report of Interim Action, reflecting business transacted by the Office of the Chancellor since the previous meeting of the Board. She requested approval of the report. Due to the presumed non-controversial and routine nature of the Interim Action Report, Vice Chair Reynolds proposed that the report be ratified and confirmed by unanimous consent. Hearing no objection from members, the Interim Action Report was adopted. A copy of the Report is attached to the official copy of the Minutes as Appendix A.

III. REPORT OF THE COMMITTEES

The Board considered approval of the December 9, 2021 minutes of the Audit Committee. Regent Hatch moved to adopt the minutes. Regent Duckett provided a second. The motion passed by roll call vote. A copy of the minutes from the Audit Committee and background materials are attached to the official copy of the minutes as Appendix B.

IV. REPORT OF THE REGENTS AWARD FOR EXCELLENCE IN PHILANTHROPY

Vice Chair Reynolds called on Regent Varlan for the report of the 2020 Regents' Award for Excellence in Philanthropy presented to the Lannom family. The Lannom family was nominated by President Karen Bowyer at Dyersburg State Community College. This award was presented to John and Martha Lannom on November 18, 2021 during Dyersburg State Community College's Foundation Annual Meeting.

The Tennessee Board of Regents Award for Excellence in Philanthropy is a unique designation given only to the most deserving and devoted philanthropists who generously support institutions throughout the TBR System.

The Lannom Family are dedicated advocates of higher education, and their contributions reflect their commitment to educating the workforce and building local communities. The family has been central to the success of the Dyersburg State Community College Annual Fund and the Foundation.

In 1985, Dyersburg State Community College began its first Annual Fund campaign under the leadership of Mr. E.H. "Ed" Lannom, Jr. The goal of the campaign was to raise \$66,000 in matching funds for a Center of Emphasis in Manufacturing Systems Technology. Ed worked tirelessly with college staff in developing a structure for the campaign and a prospect list. He recruited, motivated, and encouraged campaign workers to become fund raisers. When the campaign concluded, Dyersburg State Community College had raised \$145,323. The additional funds enabled the College to increase substantially the number of scholarships available. The new Center of Emphasis quickly became a magnet for industrial growth and development. A number of industries, including Bekaert

Steel Wire Corporation, Clorox, and Jimmy Dean publicly acknowledged that the Center of Emphasis was a deciding factor in locating their facilities in Dyer County in the late 1980s and early 1990s.

Not only did Mr. Lannom serve as the first Annual Fund Chair, but he also continued to work on the Dyersburg State Annual Fund campaign steering committee every year, serving as each new chairperson's greatest cheerleader and the campaign's most enthusiastic motivator. Between 1985- 86 and the present day, DSCC and its friends have successfully employed the fund-raising structure that Mr. Ed Lannom developed.

Thirty-four million, five hundred fifty thousand, nine hundred seventeen dollars (\$34,550,917) has been contributed to the Annual Fund since its beginning in 1985.

In 1988, Dyersburg State began the process of chartering the Dyersburg State Community College Foundation. Mr. Lannom accepted the role of being the first Chair of the Foundation. He served as Chair of the Foundation from 1988 to the time of his death in 1999. The Foundation began its first major gifts campaign in 1997 with a goal of having pledges totaling five million dollars by the year 2000. Under Mr. Lannom's leadership this goal was achieved a year early.

At the time of his death, the endowment fund of the Foundation had pledges totaling \$5.9 million dollars, and today the Foundation has investments equaling \$11.3 million dollars. The Lannom family is the single largest donor in the history of Dyersburg State Community College. Gifts and pledges over the years have totaled over \$1,009,309.

Mr. Lannom's wife, June, continued to support the College financially until her death in 2013. Their son, John Lannom, is a Dyersburg attorney and serves on the DSCC Foundation Board as an Executive Committee Member. Both John Lannom and his wife, Martha Lannom, are active in college events. They continue to support the college financially and in service.

The Lannom family's relationships with the college is long and continues today. The Lannom family company, Forcum Lannom Associates, constructed the Dyersburg State campus in 1967-69. E.H. Lannom III, son of Ed and June Lannom, taught art at DSCC from 1977 to 1986.

President Bowyer provided further comments of appreciation for the Lannom family and thanked them for their generous support over the years.

V. REPORT OF THE CHANCELLOR

Ford Blue Oval City Update

Chancellor Tydings provided an update on Ford Blue Oval City. She noted that on September 28, 2021, Governor Lee and Ford Motor Company announced the Blue Oval City project on 3,600 acres at the Memphis Regional Megasite in Haywood County – a project that will involve a new \$5.6 billion Ford plant to build Electric Vehicles. The project will create an estimated 5,800 new jobs. A key component of the state's partnership in the project is the construction and operation of a new

Tennessee College of Applied Technology (TCAT) on the megasite. The new TCAT was funded in the special legislative session in October in which legislators approved the state's overall incentives package for the project.

In addition to serving as an onsite workforce training center for all aspects of the plant, the TCAT will be open for any Tennessean who wants to attend – regardless of whether they plan to go to work at Ford. It is envisioned that the new TCAT will be part of TCAT Jackson and then later transition into its own college.

Construction is expected to begin next summer, and the final academic program plan is expected to come to the Board for action at the June 2022 meeting. Ford anticipates launching production in late 2024, and TBR has targeted the new TCAT to be open and operating and providing instruction in early to mid-2024 – with training beginning earlier through TCATs Jackson, Memphis, Covington, Ripley and Newbern.

TCAT Waitlist Initiative

Chancellor Tydings reported that the TCATs worked this fall to start new academic programs to add additional capacity. The work started in late summer and will continue for the next couple of years. The funding provided during the Governor's last budget to increase TCAT capacity and reduce wait lists is historic and will profoundly change these colleges over time.

These historic investments are currently being deployed to:

- o Hire additional faculty
- o Purchase state of the art equipment
- o Renovate facilities to meet modern workforce needs

Given that the TCATs have an overall completion rate of 79%, licensure pass rates by field of study of 95.3%, and a job placement rate of 85%, the return on investment to the State of Tennessee will be substantial.

Specifically, as of fall 2021, TCAT capacity has expanded:

- o To serve students across 33 programs
- o By adding 42 new full-time faculty and 12 part time faculty
- o Overall TCAT enrollment has increased approximately 14%
- o With approximately 90 programs projected to begin over the next couple of years
- o There are 18 renovation or expansion projects completed or in progress to be finished in the next year

Chancellor Tydings will keep the Board posted on these TCAT capacity expansion efforts.

Chancellor's Commendation for Military Veterans

Chancellor Tydings reported on the second annual Chancellor's Commendation for Military Veterans that was held in November. Presidents were asked to submit one nominee from each of their institutions. The criteria for nominees included being a veteran and either serving as a student, alumni, faculty or staff member. Presidents submitted their rationale for their nominees, and they all met the call that each nominee exemplify characteristics of honor, courage, commitment, integrity, duty, respect, discipline, and sacrifice in their new role as student, alumni, faculty or staff member. Those chosen to receive the challenge coin were recognized at each colleges' Veterans Day celebration.

Chancellor Tydings further recognized Dr. Robert Denn, Associate Vice Chancellor in the TBR Office of Academic Affairs, and his staff for their efforts in coordinating TBR System-Level Veteran's Services.

Update on TCAT Nashville Search

Chancellor Tydings reported that TCAT Nashville President Mark Lenz passed away unexpectedly in September. Vice President Jerry King was appointed as interim president. At the September 2021 board meeting, the criteria for the new president of TCAT Nashville was approved. The search committee comprises 17 members. Regent Joey Hatch, Committee Chair, Vice Chair Emily Reynolds, and Regent Wanda Reid serve on the committee. In addition to Regent representation on the committee, TCAT faculty, staff, students, alumni, industry and Chamber, and a current community college president are represented.

The committee met on October 11 for an orientation meeting. After a review of applicants, the pool was reduced to three finalists who will participate in on-campus interviews on December 13 with the goal of having a new president in place in January 2022.

Nashville State 50th Anniversary

Chancellor Tydings reported that Nashville State celebrated 50 years of serving students and Nashville and surrounding communities in late September. President Shanna Jackson and staff hosted a virtual celebration. The college opened its doors in 1970 with 5 associate degree programs and 398 students. Today, Nashville State has grown to offer 80 programs serving over 8,000 students annually. Chancellor Tydings shared that as we move into the next 50 years, she knows that Nashville State is prepared to continue to build upon its foundation of success.

TBR's 50th Anniversary

Chancellor Tydings reported that the Tennessee Board of Regents will celebrate its 50th anniversary on July 1st, 2022. Plans for the celebration are in the early stages of planning, and TBR staff will update the Board on the plans for the celebration in the months ahead.

VI. UNFINISHED BUSINESS

There was no unfinished business brought before the Board at this meeting.

VII. NEW BUSINESS – INFORMATIONAL REPORTING

A. Workforce Development Update

President Carol Puryear provided a workforce development update to the Board. She first summarized workforce contact hour reporting for 2020-2021 for our 40 colleges. These numbers are part of the state's funding formula for community colleges.

Next, President Puryear spotlighted workforce success by sharing a construction project executed through a collaborative effort by TBR staff, TCAT Elizabethton, the Kingsport Chamber, and community partners to address East Tennessee workforce needs. This partnership was completed within nine months from the first call to the first class. This project highlighted the power of education and the workforce working together to meet the skill needs of Tennessee.

B. Financial Report Overview

Vice Chancellor Danny Gibbs provided information regarding the consolidated financial report, including management's discussion and analysis for FY 2020-21. The state requires that our consolidated financial report include the financial information from the six locally governed institutions (LGIs). Therefore, the LGIs information is included in this report. Additionally, information was provided about the FY 2020-21 financial performance results by sector. A copy of the observations for the system is attached to the official copy of the Minutes as Appendix C.

Due to technical issues in the TBR System Office boardroom, Vice Chair Reynolds proposed a 5-minute recess for staff to address the issues. The Board recessed at 11:18 a.m. and returned to the meeting at 11:25 a.m.

C. Relational Advising Three Year Review

Vice Chancellor Heidi Leming gave an update on the relational advising three-year review. She shared that with reoccurring funds made available from the Governor's Office, the Tennessee Board of Regents (TBR) has been able to increase the number of relational advisors and peer mentoring programs at each of the 13 community colleges.

She further mentioned that in accordance with legislative requirements for receiving funds, the TBR System must conduct a three-year review to ensure institutions are meeting the intent of the relational advising program. She noted that a copy of the three-year review conducted in fall 2021 and a summary of major components of TBR's relational advising

program was included in the board materials provided prior to the meeting. A copy of the report is attached to the official copy of the Minutes as Appendix D.

D. External Affairs Update

Executive Vice Chancellor Kim McCormick called on Assistant Vice Chancellor Cris Perkins to share highlights of the annual financial report for the Foundation for the College System of Tennessee. A copy of the report is attached to the official copy of the Minutes as Appendix E.

At the conclusion of the update, Executive Vice Chancellor McCormick then introduced John Williams, TBR's new Assistant Vice Chancellor for Government Relations. Mr. Williams is an attorney and joined TBR from the state legislature, where he worked in Legal Services and served both the House and Senate Education Committees.

E. Student Access and Success Data

Executive Vice Chancellor Russ Deaton shared data with the Board on fall 2021 enrollment and success at TCATs and community colleges, as well as the number of TCAT graduates in the 2020-21 academic year. His presentation also described new data and research tools that are available on the TBR website.

VII. NEW BUSINESS – ACTION ITEMS

A. Review and Consider Criteria for the President of Cleveland State Community College

Chancellor Tydings reported that Cleveland State Community College President Bill Seymour will be retiring effective June 30, 2022. She presented search criteria for the President of Cleveland State Community College for the Board's consideration and approval. Regent Greene moved approval of the criteria, and Regent Varlan provided a second. The motion passed by roll call vote. A copy of the criteria is attached to the official copy of the Minutes as Appendix F.

B. Review and Consider the Cleveland State Community College Strategic Plan

Executive Vice Chancellor Russ Deaton introduced President Bill Seymour who presented the Cleveland State Community College Strategic Plan, titled "Vision 2025," and Mission Statement. Regent Duckett moved approval of the strategic plan, and Regent Burdine provided a second. The motion carried by roll call vote. A copy of the strategic plan is attached to the official copy of the Minutes as Appendix G.

C. Consider Approval of the Minutes from the December 7, 2021 Special Called Meeting of the Personnel and Compensation Committee

The Board considered approval of the December 7, 2021 minutes of the Personnel and Compensation Committee that included approval of institution compensation proposals and a faculty emeritus recommendation. Regent Greene moved adoption of the minutes, and Regent Danni Varlan provided a second. The motion was approved by roll call vote. A copy of the minutes of the Personnel and Compensation Committee and background materials are attached to the official copy of the Minutes as Appendix H.

D. FY 2021-22 October Revised Budget

Executive Vice Chancellor Danny Gibbs presented the October revised budget for fiscal year 2021-22 for the Board's review and approval. In June 2021, the Board approved the Proposed Budget, providing the System with initial budgetary operating authority for the 2021-22 fiscal year. The Revised Budget addresses factors such as enrollment changes, final state budget adjustments, carryover funds from the 2020-21 fiscal year, as well as updates other budget estimates based on more current information.

Regent Burdine moved approval of the October Revised Budget. Regent Duckett provided a second. The motion carried by roll call vote. A copy of the revised budget is attached to the official copy of the Minutes as Appendix I.

E. Approval of TCATs Covington, Ripley, and Newbern Merger

Executive Vice Chancellor Russ Deaton presented a recommendation to merge TCATs Covington, Ripley, and Newbern into a single institution called TCAT Northwest to more efficiently address the needs of students in the western area of the state. Regent Varlan moved to approve the merger, and Regent Greene provided a second. The motion carried by roll call vote.

F. Approval of TCATs Paris and McKenzie Merger

Executive Vice Chancellor Deaton further presented a recommendation to merge TCATs Paris and McKenzie into a single institution to further efficiently address the needs of students in the western area of the state. Regent Gill moved to approve the merger, and Regent Powers provided a second. The motion carried by roll call vote.

G. Approval of Proposed Program Terminations, Modifications, and New Technical Program Implementations for the Tennessee Colleges of Applied Technology (TCATs)

Vice Chancellor Jothany Blackwood introduced Assistant Vice Chancellor Tachaka Hollins who presented the following program proposals and expansions for review and approval:

1. Duplicate the existing Welding Technology program at the TCAT Dickson-Clarksville Extension Campus (AA). The program will expand from part-time evening to full-time evening.
2. Replicate the existing Building Construction Technology program at the TCAT Harriman- Lenoir City Instructional Service Center for adults (evenings) and dual enrollment students (pending THEC site code approval).
3. Replicate the existing Residential/Commercial/Industrial Electricity program at the TCAT Harriman- Loudon County Instructional Service Center (2H).
4. Relocate the existing evening Practical Nursing program from the TCAT Hohenwald-Wayne Medical Instructional Service Center (2F) to the TCAT Hohenwald- Bevis Educational Instructional Service Center (2T).
5. Implementation of a Pipefitting and Plumbing Technology program at TCAT Jackson main campus.
6. Relocate the existing Heating, Ventilation, Air Conditioning and Refrigeration program from the TCAT Knoxville-Pellissippi State Community College Strawberry Plains (2G) to the TCAT Knoxville- Anderson County Higher Education Center Extension Campus (3A).
7. Implementation of an Injection Molding Technology program at TCAT Livingston-Cookeville High Education Center (2F).
8. Relocate the existing Diesel Technology program from the TCAT Livingston-Fitzgerald Collision and Repair Instructional Service Center (2G) to the main campus. The College will close the Fitzgerald Collision and Repair Instructional Service Center (2G) once the program is relocated.
9. Replicate the existing Power Line Construction Maintenance Technology program at the TCAT Livingston main campus.
10. Replicate the existing Welding Technology program at the TCAT McMinnville-Warren County Jail Instructional Service Center (pending THEC site code approval).
11. Implementation of an Advanced Manufacturing Education program at TCAT Morristown main campus.
12. Replicate the existing Cosmetology program at the TCAT Morristown-Hawkins County Extension Campus (PC).

13. Implementation of a Computer-Aided Design Technology program at TCAT Murfreesboro main campus.

14. Implementation of a Truck Driving program at the TCAT Nashville Extension Campus (PA).

Assistant Vice Chancellor Hollins further shared the following 6 academic actions or program modifications for the Board’s review and approval:

College	Summary of Proposal	New Costs/Funding Source	Approval/Implementation Date
TCAT Crump	TCAT Crump proposes to add the Financial Services Diploma exit point to the existing Administrative Office Technology program at the main campus. This additional exit point does not impact the program length.	None	Summer 2022
TCAT Crump	TCAT Crump proposes to add the Industrial Electrician Diploma exit point to the existing Industrial Electricity program at the main campus. This additional exit point does not impact the program length.	None	Summer 2022
TCAT Jackson	TCAT Jackson proposes to inactivate the Industrial Maintenance Integrated Automation Technology Apprenticeship program as it has not been implemented within the 180-day window stipulated by COE due to lack of enrollment.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to reduce the Industrial Maintenance program length from 2160 to 1728 clock hours to better align with workforce needs.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to pilot an accelerated curriculum for the Emergency Medical Technology program, which would reduce the program length from 772 to 600 clock hours. This accelerated program will be both an evening adult and dual enrollment offering.	None	Summer 2022
TCAT Murfreesboro	TCAT Murfreesboro proposes to terminate the online Computer Aided Design Technology program to meet the US Department of Education and Veteran’s Affairs clock hours requirement for online delivery. The school submitted a proposal to convert this program from online to traditional (in-person).	None	Spring 2022

Due to the presumed non-controversial and routine nature of the request for proposed program terminations, modifications, and new technical program implementations for TCATs, Vice Chair Reynolds proposed that these be adopted by unanimous consent. There was no objection, and the proposed program terminations, modifications, and new technical program implementations were adopted. A copy of the approved program proposals is attached to the official copy of the Minutes as Appendix J.

H. Approval for New A.A.S. in Aviation Operations Technology at Southwest Tennessee Community College

Vice Chancellor Jothany Blackwood presented a proposal for the establishment of a new Associates of Applied Science (A.A.S.) at Southwest Tennessee Community College in Aviation Operations Technology with three concentrations: 1) Aviation Administration, 2) Flight Dispatcher, and 3) Professional Pilot to be delivered at the Maxine Smith Center in Memphis. The proposed program start date is January 2022, pending approval from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the flight partner insurance. If these approvals are not obtained by January, the program will start in fall 2022. Vice Chancellor Blackwood introduced Executive Vice Chancellor Danny Gibbs who highlighted the financial projections of the program.

Regent Duckett strongly encouraged the appropriate outreach is performed around this program to ensure the maximum degree of diversity in the program, as it is a tremendous opportunity for students to take advantage of aviation. He further recommended that once the program is started, a report is provided back to the Board regarding its diversity makeup.

Regent Duckett moved approval of the new program - subject to reporting back to the Board regarding its diversity makeup once the program has started, and Regent George provided a second. The motion carried by roll call vote. A copy of the program proposal is attached to the official copy of the Minutes as Appendix K.

I. Proposed Policy Revisions

Brian Lapps presented three policy revisions for approval:

- Revised Policy 1.02.10.00 - Annual Reports
- Revised Policy 1.03.02.00 - Duties of the Institutional Presidents
- Revised Policy 2.01.00.05 - Early Postsecondary Opportunities

Given the Board's track record of unanimously adopting policies, and the presumed non-controversial nature of the three policies, Vice Chair Reynolds proposed that they be adopted by unanimous consent. There were no objections, and the three policy revisions were adopted. A copy of the revised policies are attached to the official copy of the Minutes as follows:

- Revised Policy 1.02.10.00 - Annual Reports (Appendix L)
- Revised Policy 1.03.02.00 - Duties of the Institutional Presidents (Appendix M)
- Revised Policy 2.01.00.05 - Early Postsecondary Opportunities (Appendix N)

J. Resolution of Appreciation for President Karen Bowyer

Regent Duckett presented the resolution of appreciation for President Karen Bowyer. Upon reading the resolution, he moved to adopt the resolution, with a second provided by Regent Nisha Powers. The motion carried unanimously by roll call vote. Vice Chair Reynolds, Regent Duckett, Regent Hatch, and Regent Varlan provided further comments of appreciation for President Bowyer's service to higher education and Dyersburg State Community College. President Bowyer thanked the Board for the recognition and the opportunity to serve students during her career with TBR.

A copy of the resolution is attached to the official copy of the Minutes as Appendix O.

In closing, the Chancellor reminded board members that the next meeting will be held on Thursday, March 31, 2022 in Nashville, Tennessee at the TBR System Office. The meeting will occur following the SOAR awards being held March 29-30 at the Doubletree Hotel in Downtown Nashville. Additionally, Vice Chair Reynolds reminded board members to complete their 2022 annual disclosure form, which is due to the TBR General Counsel by January 31, 2022.

VII. ADJOURNMENT OF THE MEETING

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

Respectfully submitted,



Mariah H. Perry, Board Secretary

Flora W. Tydings, Chancellor

Emily J. Reynolds, Vice Chair

MINUTES

TENNESSEE BOARD OF REGENTS

SPECIAL CALLED SESSION

December 20, 2021

The Board met virtually in a special called session on Monday, December 20, 2021 at 1:00 p.m. central time. The purpose of the meeting was to receive and consider the recommendation for the president at Tennessee College of Applied Technology (TCAT) Nashville, and to review and consider the search criteria for the president at TCAT Morristown.

Vice Chair Emily Reynolds welcomed everyone and thanked them for participating in this special called meeting.

She then asked Board Secretary Mariah Perry to call the roll. In accordance with T.C.A. § 8-44-108(c)(3), members were asked two questions when calling the roll. First, could the Regent simultaneously hear and speak with others participating in the meeting? Second, is the Regent alone in the room? The following members were present, and all responded yes to both questions when the roll was called.

Dr. MaryLou Apple
Mr. Miles Burdine
Mr. Gregory Duckett
Ms. Yolanda Greene
Mr. Joey Hatch
Ms. Nisha Powers
Ms. Wanda Reid
Ms. Emily Reynolds
Ms. Ramona Shelton
Ms. Danni Varlan
Mr. Weston Wamp
Mr. Tom White

A quorum was present. Members not available to participate were Governor Bill Lee, Regent Mark George, Regent Mark Gill, Commissioner Charles Hatcher, Regent Emily House, Commissioner Penny Schwinn, and Regent Clifford Thompson.

Vice Chair Reynolds stated the Board was asked to meet electronically to act on a presidential recommendation for TCAT Nashville and to review and consider the search criteria for the president of TCAT Morristown. Given the limited time between the selection of the candidate being recommended and the desired starting date of the new president, along with the need to initiate the search and recruitment process for the president of TCAT Morristown, assembly of a quorum to be physically present was not practicable. Vice Chair Reynolds called for a motion to declare the necessity to meet electronically. Regent Hatch provided the motion with Regent Varlan providing a second. Motion carried by roll call vote.

Vice Chair Reynolds called on Chancellor Flora Tydings for the recommendation of president for TCAT Nashville. In September, Mark Lenz passed away unexpectedly. The Board approved the search criteria and recruitment for the next president at TCAT Nashville on September 24, 2021. The search committee was comprised of seventeen (17) individuals including members from the TCAT Nashville faculty, staff, alum, students, community, and the Board of Regents. Chancellor Tydings thanked them for their time and dedication devoted to this presidential search. Members of the Board serving on the search were: Regent Joey Hatch, Chair of the search, Vice Chair Emily Reynolds, and Regent Wanda Reid. Associate Vice Chancellor April Preston and Carol Tomlinson in the Tennessee Board of Regents (TBR) central office coordinated the search. Chancellor Tydings then announced the recommendation of Mr. Nathan Garrett as the next president of TCAT Nashville.

Mr. Garrett is currently an Assistant Vice Chancellor for Academic Affairs and Workforce Alignment at the Board of Regents. Chancellor Tydings shared that he has extensive experience in aligning TBR's academic programs to industry need. He has led 40 colleges in the management of the United States Department of Labor (US DOL) Apprenticeship program, and has substantially grown TBR's apprenticeship programs and has secured grants from the US DOL as well. Mr. Garrett recently served as the interim president for TCAT McMinnville, where he and his team increased traditional enrollment by 25% and dual enrollment by an increase of 150%. As a result of the enrollment growth at TCAT McMinnville, the college had a 15% increase in annual tuition revenue. Prior to his appointment as interim president, he was an Assistant Vice Chancellor at TCAT Murfreesboro, and at TCAT Memphis he served as the Assistant Director. Mr. Garrett is currently working on his Doctorate in Executive Leadership with a Higher Education Concentration from the University of Memphis.

Next, Regent Joey Hatch was asked to report on the details of the search. He reported that Mr. Garrett was one of three (3) finalists chosen by the presidential search advisory committee from eighteen (18) applicants from around the country. The search committee held its first meeting on October 11. Four (4) candidates were interviewed on November 15. As a result of the interviews, three (3) candidates were brought forward to participate in on-campus and open forum interviews on December 13.

At the conclusion of his report, Regent Hatch moved to approve Chancellor Tydings' recommendation to hire Mr. Nathan Garrett as the next president of TCAT Nashville. A second was provided by Regent Reid along with further remarks to support the recommendation. A roll call vote was taken and the motion passed unanimously. Mr. Garrett addressed the Board and expressed his gratitude for the opportunity to lead TCAT Nashville. Mr. Garrett will begin on January 5, 2022 with standard presidential allowances and State of Tennessee employee benefits.

Next, Vice Chair Reynolds called on Chancellor Tydings for the second and final agenda item – to review and consider the search criteria for the president of Tennessee College of Applied Technology (TCAT) Morristown.

Due to the retirement of Jerry Young effective April 30, 2022, a search will be conducted to fill the position of president at TCAT Morristown. Criteria for the position was presented for

consideration and approval. Regent Burdine moved approval of the criteria, and Regent Duckett provided a second. The motion carried by roll call vote. A copy of the criteria is attached to the official copy of the Minutes as Appendix A.

In closing, Vice Chair Reynolds and Chancellor Tydings thanked Jerry King for serving as Interim President of TCAT Nashville until the position was filled.

Vice Chair Reynolds further thanked everyone for participating in the meeting and wished everyone a happy holidays. There was no further business brought before the Board and the meeting was adjourned.

Respectfully submitted,



Mariah H. Perry, Board Secretary

Flora W. Tydings, Chancellor

Emily J. Reynolds, Vice Chair

MINUTES
TENNESSEE BOARD OF REGENTS
SPECIAL CALLED SESSION

January 31, 2022

The Board met virtually in a special called session on Monday, January 31, 2022 3:00 p.m. central time. The purpose of the meeting was to review and consider criteria for the President of Tennessee College of Applied Technology (TCAT) Elizabethton.

Vice Chair Emily Reynolds welcomed everyone and thanked them for participating in this special called meeting.

She then asked Board Secretary Mariah Perry to call the roll. In accordance with T.C.A. § 8-44-108(c)(3), members were asked two questions when calling the roll. First, could the Regent simultaneously hear and speak with others participating in the meeting? Second, is the Regent alone in the room? The following members were present, and all responded yes to both questions when the roll was called.

Dr. MaryLou Apple
Mr. Miles Burdine
Mr. Gregory Duckett
Mr. Mark George
Mr. Joey Hatch
Commissioner Charles Hatcher
Ms. Nisha Powers
Ms. Wanda Reid
Ms. Emily Reynolds
Ms. Ramona Shelton
Ms. Danni Varlan
Mr. Weston Wamp
Mr. Tom White

A quorum was present. Members not available to participate were Governor Bill Lee, Regent Mark Gill, Regent Yolanda Greene, Regent Emily House, Commissioner Penny Schwinn, and Regent Clifford Thompson.

Vice Chair Reynolds stated the Board was asked to meet electronically to review and consider the search criteria for the president of TCAT Elizabethton. Given the urgent need and timely action required to initiate the search and recruitment process for the president of TCAT Elizabethton, assembly of a quorum to be physically present was not practicable. The necessity of meeting electronically was adopted.

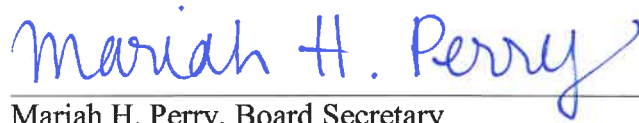
Next, Vice Chair Reynolds called on Chancellor Tydings to present the action item to review and consider the search criteria for the president of Tennessee College of Applied Technology (TCAT) Elizabethton.

Due to the retirement of Dean Blevins as president of TCAT Elizabethton effective June 24, 2022, a search will be conducted to fill the position of president at TCAT Elizabethton. Criteria for the position was presented for consideration and approval. Regent Burdine moved approval of the criteria, and Regent Duckett provided a second. The motion carried by roll call vote. A copy of the criteria is attached to the official copy of the Minutes as Appendix A.

Vice Chair Reynolds thanked everyone for participating in the meeting and reminded Regents of the Statewide Outstanding Achievement Recognition (SOAR) events scheduled March 29-30, 2022 and quarterly board meeting on March 31, 2022 in Nashville. Further, the Chancellor reminded Regents of the Governor's State of the State address taking place the evening of January 31, 2022.

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

Respectfully submitted,



Mariah H. Perry, Board Secretary

Flora W. Tydings, Chancellor

Emily J. Reynolds, Vice Chair




Office of the Chancellor

1 Bridgestone Park, Third Floor
Nashville, TN 37214
615-366-4403 OFFICE 615-366-3922 FAX

tbr.edu

TO: Members of the Tennessee Board of Regents

FROM: Flora W. Tydings 

DATE: March 31, 2022

SUBJECT: Interim Action Report – First 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 IV.G(13) of the Bylaws and also TBR Policy 1.04.01.00, Section I.G., 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.

PERSONNEL ACTIONS – Tennessee Board of Regents Staff

Appointments:

- Nicole Straford, Accounts Payables Associate; Effective 3/1/22
- Lori Thorne, Financial Aid Associate; Effective 3/1/22
- Courtnie Mayo, Coordinator for Office of Student Success; Effective 3/8/22
- Ravalika Thuti, Enterprise Application Developer; Effective 3/15/22
- Jacqueline Stuckmeyer, Director of Internal Audit; Effective 4/1/22
- Emily Magan Davis; Payroll Associate; Effective 4/11/22
- Melanie Hines, Payroll Associate; Effective 4/11/22

Reclassifications: None

Promotions:

- Ryan Peters, Accountant to Assistant Director for Fiscal Services; Effective 1/4/22

Degree Attainment: None

Certified Admin. Prof: None

Retirement:

- Treva Berryman; Effective 6/30/22
- Danny Gibbs; Effective 6/30/22

Interim Action Report

Page 2

Separations:

- William Kain; Effective 1/21/22
- Della Payne; Effective 1/27/22
- Pamela Whitehouse; Effective 1/6/22
- Brianna Young; Effective 2/28/22

Appointments: Vice President and Other Executives Appointments: Attachment A
Vice President and Other Executives Increases: Attachment B
Faculty Promotion Exception: Attachment C

II. ACCEPTANCE OF GIFTS AND GRANTS

III. CONSTRUCTION PROJECTS:

- State Building Commission Activities: Attachment D
- Summary of Construction Contracts: Attachment E

IV. APPROVAL OF CONTRACTS AND AGREEMENTS: Attachment F

TBR System-wide
Vice Presidents and Executive Level Appointments

Institution	Name	Position	Salary	Effective Date
ChSCC	Amanda Bennett	Interim Vice President – Student Affairs	\$99,000.00	1/1/2022
ChSCC	Brad McCormick	Interim Vice President – Technology	\$126,832.00	7/1/2022
CoSCC	Gary Rothstein	Associate Vice President	\$89,000.00	1/1/2022
DSCC	Cynthia Webb	Interim Vice President for Finance and Administrative Services	\$105,300.00	3/1/2022
TCAT Murfreesboro	Cheryl Williams	Vice President	\$80,000.00	8/16/2021

TBR System-wide
Vice Presidents and Executive Level Increases

Institution	Name	Position	Previous Salary	New Salary	Effective Date
TCAT Covington	Amanda Heath	Executive Vice President	\$76,937.00	\$86,538.00	2/16/22
TCAT Ripley	Jacquene Rainey	Executive Vice President	\$84,864.00	\$99,297.00	2/16/22

Attachment C

**TCATs Faculty Salary Increase Recommendations
Institution Totals**

INSTITUTION NAME	NAME	CURRENT TITLE	PROPOSED TITLE
TCAT McMinnville			
TCAT McMinnville	England, Randy	Associate Instructor	Instructor



TENNESSEE COLLEGE
OF APPLIED TECHNOLOGY
— MCMINNVILLE —

241 Vo-Tech Drive | McMinnville, TN 37110
Phone 931-473-5587 | Fax 931-473-6380

December 15, 2021

Vice Chancellor April Preston

Tennessee Board of Regents

Dear Vice Chancellor Preston,

The purpose of this letter is to provide my analysis of the qualifications of Mr. Randy England who applied for and was granted promotion to Instructor in 2019. Mr. England was hired by the Tennessee College of Applied Technology (TCAT) in McMinnville in 2014. He holds a technical diploma with no college degree credit making him ineligible for the promotion without an exception. The promotion was not granted based on an exception as it should have been.

Through this communication, I am documenting the exception that was previously made.

Except for section d, Mr. England clearly meets all the other criteria for promotion shown below as evidenced by the information provided.

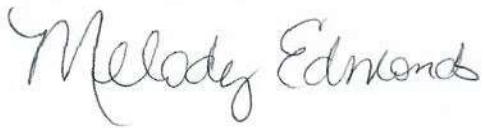
- a. Evidence of good ability in instruction (as reflected by performance evaluations). – Mr. England has historically received excellent performance evaluations.
- b. Evidence of demonstrated ability in instruction. – Many of Mr. England's former students have been successfully employed in industry for many years. Employers continue to seek TCAT students from Mr. England's class for employment.

- c. Evidence of good character, mature attitude, and stable personality. – In the years Mr. England has worked at TCAT McMinnville, he has displayed these attributes.
- d. Evidence of study in the instructional or related discipline aimed toward an associate degree or higher from an accredited institution (such evidence would include acquiring a minimum of 30 semester hours of academic credit of which 18 semester hours should be in technical education courses designed for technical educators.) or evidence of a college of applied technology diploma consisting of at least 900 contact hours and completion of 15 hours of college-level work in the appropriate concentration, general education, or technical education courses designed for technical educators. – This is the area of exception.
- e. Three (3) years of teaching experience in the occupational discipline and three (3) years of employment experience in the occupation to be taught. – Mr. England exceeds both requirements.
- f. Evidence that the instructional program and the instructor are certified or accredited, if applicable. – Mr. England holds additional certifications as needed for his program; furthermore, his program has no additional accreditation.
- g. Evidence of a developed plan to remain current in the occupation to be taught. – Mr. England has continued to receive certifications while employed at TCAT McMinnville to remain current in his program.
- h. Evidence of maintaining positive relationships with business, industry and government. – Mr. England is in continual contact with both his advisory board and other area employers; his relationships with the community are positive.

- i. A three-year average of 70% completion and 80% placement is required for promotion, if applicable – Mr. England maintains the required COE and TBR required completion and job placement rates.

In addition to the above criteria, Mr. England routinely seeks and receives grants to help students have the needed tools for the profession. He serves as a county commissioner, and through this work, stays well-connected with our community. All these reasons support the exception made to promotion policy for Mr. England.

Sincerely,



Dr. Melody Edmonds

President, TCAT McMinnville

Attachment D

Tennessee Board of Regents
Summary of State Building Commission Actions
December 20, 2021 - February 10, 2022

Date	SBC Number	Institution	Project	Value	SBC Action
12/20/2021	166/027-02-2021	RSCC	Knox County Campus Expansion	75,000,000	Approved a revision in project budget
	166/001-09-2018	TSU	MEP System Upgrades	30,577	Rec'vd report C.O. #3 @ 13.45%
	166/017-02-2020	DSCC	Soccer Field Installation	510,000	Approved a revision in project budget and funding to award a contract
1/13/2022					Lieutenant Governor McNally asked if this was covered by insurance. Chancellor Tydings replied that the majority was covered by insurance. The Commission approved a revision in project funding.
	166/001-01-2020	TSU	Tornado Repairs and Replacement	23,850,000	Chancellor Tydings introduced Mr. Chuck Griffin with Barber McMurry Architects. Mr. Griffin gave the presentation stating that the project is in budget and on schedule. The Commission approved the EDP as presented by Barber McMurry Architects
	166/012-02-2020	TCAT Chattanooga	TCAT Chattanooga Advanced Manufacturing Building	21,900,000	approved the EDP as presented by Barber McMurry Architects
	166/001-06-2019	TSU	Harned Hall HVAC Upgrade	1,536	Rec'vd report C.O. #5 @ 1.44%
	166/001-07-2019	TSU	McMinnville Ag. Ctr Multiple Bldg Repairs	11,624	Rec'vd report C.O. #2 @ 3.52%
	166/027-04-2018	RSCC	Baseball & Softball Complex Imp	4,218	Rec'vd report C.O. #11 @ .38%
	166/001-01-2022	TSU	Farrell Westbrook Laboratories	810,000	Approved project and to select a designer
	166/013-01-2021	CISCC	Science Building Renovations	2,036,000	Approved a revision in project budget and funding
	166/017-01-2022	DSCC	Surgical Technician Renovation	610,000	Approved project and to select a designer
2/10/2022					Comptroller Mumpower stated that Representative Tim Hicks was in attendance and has been a great supporter of this project. The Commission approved project and to select a designer.
	166/052-01-2022	TCAT Elizabethton	Boones Creek Extension Campus	8,935,000	Referred to ESC with authority to act
	166/019-01-2017	JSCC	(Nelms Classroom HVAC Updates	783,000	Rec'vd report C.O. #12 @ 0.9%
	166/027-04-2018	TCAT Harriman	Baseball & Softball Complex Imp.	9,843	This request was to replace an antiquated building automation system in an existing building with the campus standard Automated Logic Controls (ALC) which is used throughout this campus. This will provide for a consistent, campus wide system which will create consistency for maintenance staff and coordinated systems. The Comfort Group is the sole source authorized provider for ALC in the Cookeville area.
	166/025-02-2021	VSCC	CHEC Controls Upgrade		Approved a revision in project budget and funding (increase of \$74,000.00)
	166/034-02-2021	NaSCC	Emergency Chiller Replacement	499,000	Approved a revision in project funding
	166/001-01-2020	TSU	Tornado Repairs and Replacement	23,850,000	Approved awarding new contracts to previously selected consultants
	166/000-03-2017	Statewide	Statewide Consultants	1,996,194	Approved project and to select three designers
	166/000-01-2022	Statewide	TCAT Capacity Initiatives	16,212,000	Approved a revision in project budget and funding
	166/013-01-2018	CISCC	Campus Revitalization	25,635,000	Approved a revision in project budget and funding in order to award a contract (Blalock Plumbing Electric and HVAC, Inc.)
	166/021-03-2020	MSCC	McMinnville Campus HVAC Upgrades	1,126,244	Approved a revision in project scope, budget, and funding
	166/084-01-2019	TCAT Crump	Parsons Campus	5,114,583	Approved a revision in project budget and funding
	166/060-01-2017	TCAT Knoxville	Training Facility and Renovations	32,904,000	Approved project and utilizing a Regional Consultant for design (Richard C. Rinks and Associates)
	166/076-01-2022	TCAT Newbern	Storm Repairs and Replacement	1,100,000	

Attachment D

Tennessee Board of Regents
 Summary of State Building Commission Executive Subcommittee
 December 20, 2021 - February 28, 2022

December 20, 2021 Executive Subcommittee Meeting

RSCC Transaction No. 21-11-013	Acquisition	Approved acquisition in fee	OFD prepares and STREAM continues with project
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Statewide SBC #166/000-04-2021	Designer Selection	Approved selection of Archimania, PC as designer for the project.	OFD prepares Designer Agreement and continues with project
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January 22, 2022 Executive Subcommittee Meeting

VSCC SBC #166/025-01-2021	Revision in Budget and Funding to Award	Approved a revision in project budget and funding in order to award a contract (\$16,000.00 increase)	OFD/Campus to coordinate transaction
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TCAT Crump SBC #166/084-01-2021	Revision in Scope	Approved a revision in scope	OFD/Campus to coordinate transaction
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TCAT Elizabethton Transaction No. 21-10-016	Acquisition	Approved acquisition in fee with waiver of advertisement	OFD prepares and STREAM continues with project
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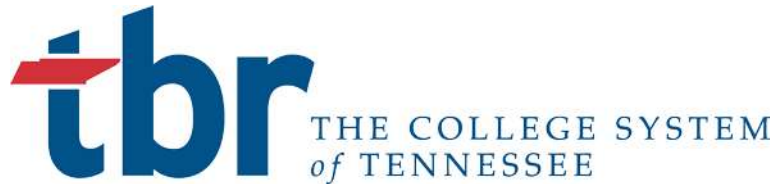
February 28, 2022 Executive Subcommittee Meeting

SWCC SBC #166/033-01-2022	Consultant Utilization	Approved project utilizing a Consultant (brg3s, Inc.) for design	OFD/Campus to coordinate transaction
TCAT-Chattanooga Transaction No. 22-01-005	Acquisition	Approved acquisition in fee with waiver of advertisement	OFD prepares and STREAM continues with project
TCAT-Dickson Transaction No.22-01-902	Disposal-Lease	Approved disposal by lease	OFD prepares and STREAM continues with project
JSCC SBC #166/019-01-2017	Revision in Funding to Award	Approved Revision in Funding to Award Contract	OFD prepares Designer Agreement and continues with project

Attachment E

CONSTRUCTION CONTRACTS AWARDED 12/01/2021 - 03/01/2022
Contracts totaling \$5,817,262.44

<u>Designer</u>	<u>Contractor</u>	<u>Contract Sum</u>	<u>Awarded</u>	<u>Project Number</u>	<u>Institution/ Project Name</u>
Allen & Hoshall, Inc.	National HVAC Services, LTD	282,119.00	12/02/2021	166/000-01-2015Z1	TCAT Memphis HVAC Updates
American Structurepoint, Inc.	Midwest Maintenance, Inc.	147,660.00	12/02/2021	166/079-01-2020	TCAT Paris Exterior Repairs
Building Systems Group Engineering, LLC	Metro Mechanical Contractors, Inc.	146,500.00	12/06/2021	166/000-01-2020W8	Statewide TCAT Boiler Replacement
Building Systems Group Engineering, LLC	Martin & White Mechanical Contractors, Inc.	129,600.00	12/09/2021	166/000-01-2020W6	Statewide TCAT Boiler Replacement
Barber McMurry Architects, LLC	Charles Blalock & Sons, Inc.	305,756.20	12/16/2021	166/023-02-2016P	Walters SCC Sevier County Paving
Community Tectonics Architects, Inc.	Evans-Ailey Construction, Inc.	1,169,000.00	12/20/2021	166/032-04-2020	Pellissippi SCC Renovation
West Welch Reed Engineers, Inc.	Engert, LLC	614,832.00	01/04/2022	166/023-01-2019A	Walters SCC Sevier County Mechanical Upgrades Ph 2
I.C. Thomasson Associates, Inc.	Williams Mechanical, LLC	267,300.00	01/18/2022	166/001-05-2019	TSU Power Plant Equipment and Lighting Upgrades
McGehee Nicholson Burke Architects, P.C.	Grinder, Taber & Grinder, Inc.	446,837.00	01/19/2022	166/017-02-2020	Dyersburg SCC Installation
Melvin Gill Architects	Sunago Builders, Inc.	383,214.00	02/01/2022	166/001-10-2019	TSU Upgrades to Gentry Center
Moody Nolan, Inc.	Foliot Furniture Pacific Inc.	1,268,306.24	02/09/2022	166/001-05-2017FA	TSU Residential Furniture
HFR Design Inc.	Jarrett Builders, Inc.	160,361.00	02/21/2022	166/025-01-2021	Volunteer SCC Repairs
Adkisson Associates Architect, Inc.	Elite Contractors, LLC	495,777.00	02/21/2022	166/000-02-2017P2	TCAT Crump Roof Replacements



 BOARD TRANSMITTAL

MEETING: March 2022 Quarterly Board Meeting

SUBJECT: Interim Action Contracts Report

DATE: March 14, 2022

PRESENTER: N/A (Interim Action Report)

PRESENTATION REQUIREMENTS: None

ACTION REQUIRED: No Action Required

STAFF'S
RECOMMENDATION: N/A

The Interim Action Contracts Report provides a listing of the contracts approved beginning November 16, 2021, and ending February 28, 2022. In addition to the contract listing, a summary of the approved contracts for this reporting period in 2021-22 is also provided.

During the reporting period, a total of 213 contracts were approved at the System Office. An overview is provided below:

	Contract Amendments	Clinical Affiliations	Dual Services	Professional Services	Service Agreements	Other
2021-2022	32	31	14	21	6	109

Tennessee Board of Regents
Contracts Approved November 15, 2021 thru February 28, 2022

<u>ContractNum</u>	<u>Contract Type</u>	<u>Contractor</u>	<u>Department/Institution</u>	<u>Commodity</u>	<u>Yearly Amount</u>	<u>System-Wide</u>	<u>Start Date</u>	<u>End Date</u>	<u>Competitive</u>
109227	Amendment to Existing Contract	Digital Architecture, Inc.	Academics	Computer Software	\$ 29,753.00	Yes	1/4/2021	1/3/2023	Yes
110250	Memorandum of Understanding	TCATs & Community Colleges	Academics	Workforce Partnership	\$ -		9/30/2022	9/30/2025	
110251	Memorandum of Understanding	TCATs & Community Colleges	Academics	Workforce Partnership	\$ -		9/30/2022	9/30/2025	
110260	Grant Agreement	Tennessee Department of Education	Academics	Personnel	\$ (1,127,712.72)		7/1/2021	6/30/2022	
110293	Academic Agreement	Amazon Web Services	Academics	Education Programs	\$ -		12/23/2021	8/31/2023	
110119	Grant Agreement	Tennessee Higher Education Commission	CLSCC	Grant	\$ (658,350.00)		12/15/2021	6/14/2024	
110121	Grant Agreement	Tennessee Higher Education Commission	CLSCC	Grant	\$ (705,818.77)		12/15/2021	6/14/2024	
110098	Grant Agreement	Tennessee Higher Education Commission	COSCC	Grant	\$ (750,000.00)		12/15/2021	6/14/2024	
110105	Grant Agreement	Tennessee Higher Education Commission	COSCC	Grant	\$ (749,550.00)		12/15/2021	6/15/2024	
108286	Amendment to Existing Contract	Tennessee Higher Education Commission	CHSCC	Grant	\$ (21,816.00)		2/15/2020	6/14/2022	
110088	Grant Agreement	Tennessee Higher Education Commission	CHSCC	Grant	\$ (750,000.00)		12/15/2021	6/14/2024	
110115	Service Agreement	Volkswagen Group of America Chattanooga Operations	CHSCC	Training	\$ -		1/1/2022	12/31/2022	
110139	Use of Facilities	Hamilton County Schools	CHSCC	Facility Use	\$ -		8/16/2021	8/15/2026	
108325	Amendment to Existing Contract	TCAT Dickson	Economic & Community Development	Grant Subcontract	\$ 262,186.29		10/15/2019	7/30/2022	
110048	Grant Agreement	Walters State Community College	Economic & Community Development	Grant Subcontract	\$ 265,080.00		11/1/2021	6/30/2022	
110052	Grant Agreement	Tennessee Board of Regents	Economic & Community Development	Grant	\$ (400,000.00)		9/15/2021	6/30/2022	
110136	Grant Agreement	Northeast State Community College	Economic & Community Development	Grant Subcontract	\$ 268,918.00		11/1/2021	6/30/2022	
110193	Cooperative Education Offerings	Tennessee Department of Corrections	Economic & Community Development	Cooperative Educational Offerings	\$ -		1/15/2022	1/14/2025	
110200	Grant Agreement	Volunteer State Community College	Economic & Community Development	Grant Subcontract	\$ 12,000.00		1/20/2022	6/30/2022	
110247	Grant Agreement	TCAT Knoxville	Economic & Community Development	Grant Subcontract	\$ 24,500.00		1/17/2022	6/30/2022	
110248	Grant Agreement	TCAT Jackson	Economic & Community Development	Grant Subcontract	\$ 73,588.00		1/19/2022	6/30/2022	
110289	Grant Agreement	Pellissippi State Community College	Economic & Community Development	Grant Subcontract	\$ 7,700.00		1/31/2022	6/30/2022	
109099	Amendment to Existing Contract	Wrike, Inc.	External Affairs	Subscriptions	\$ 2,834.40		11/23/2020	11/22/2022	
110054	Dual Service	Columbia State Community College-Bethany Lay	External Affairs	Personnel	\$ 3,836.40		1/1/2022	5/31/2022	
110055	Dual Service	Southwest Tennessee Community College-Sherman Greer	External Affairs	Personnel	\$ 3,836.40		1/1/2022	5/31/2022	
110056	Dual Service	Pellissippi State Community College-Marilyn Roddy	External Affairs	Personnel	\$ 3,836.40		1/1/2022	5/31/2022	
110162	Service Agreement	Safety Advisors for Educational Campuses, LLC	External Affairs	Training Services	\$ 11,000.00		1/4/2022	1/3/2023	Yes
110238	Service Agreement	Stonebrook Media	External Affairs	Event Management	\$ 21,399.50		3/29/2022	3/30/2022	
110266	Service Agreement	Jason Lee Denton	External Affairs	Video Editing Services	\$ 7,500.00		3/1/2022	5/30/2022	
110225	Lease Agreement	Obion County Industrial Development Corporation	Facilities	Lease Agreement	\$ 4,800.00		10/1/2021	9/30/2023	
109627	Amendment to Existing Contract	Adobe, Inc.	IT	Computer Software License	\$ 1,004,007.50	Yes	6/21/2021	6/20/2024	
110126	Use of Facilities	Gibson County Election Commission	JSCC	Facility Use	\$ -		5/3/2022	11/8/2022	
110216	Use of Facilities	tnAchieves	JSCC	Facility Use	\$ -		3/30/2022	3/30/2022	
110240	Clinical Affiliation	Lauderdale Community Hospital	JSCC	Clinical Experience	\$ -		3/1/2022	2/28/2023	
110241	Clinical Affiliation	Anchor Rehabilitation, LLC	JSCC	Clinical Experience	\$ -		3/1/2022	2/28/2023	
110249	Professional Service	Winfred Keith Davis	JSCC	Workshop/Seminar	\$ 2,700.00		2/18/2022	4/8/2022	
110256	License Agreement	Ocelot (CareerAmerica, LLC)	JSCC	Enrollment Management	\$ -		2/11/2022	8/10/2022	
110284	Professional Service	West Tennessee Motor Coach	JSCC	Charter Bus Services	\$ 8,536.50		3/1/2022	4/23/2022	
110009	Dual Enrollment Agreement	Rutherford County Schools	MSSC	Dual Enrollment Agreement	\$ -		8/1/2021	6/20/2022	
110217	Dual Credit Agreement	Dekalb County Schools	MSSC	Dual Enrollment Agreement	\$ -		1/1/2022	6/1/2022	
110116	Grant Agreement	Tennessee Higher Education Commission	NESCC	Grant	\$ (749,564.25)		12/15/2021	6/14/2024	
110046	Use of Facilities	Tennessee Board of Regents	NSSC	Facility Use	\$ -		12/1/2021	6/30/2022	
110082	Academic Articulation Agreement	TCAT Dickson	NSSC	Articulation Course Credits	\$ -		1/4/2022	1/3/2027	
110114	Grant Agreement	Tennessee Higher Education Commission	NSSC	Grant	\$ (532,517.30)		12/15/2021	6/14/2024	
110143	Academic Articulation Agreement	Belmont University	NSSC	Articulation Course Credits	\$ -		1/4/2022	1/3/2023	
110242	Grant Agreement	Tennessee State University	NSSC	Grant	\$ (60,000.00)		10/1/2021	9/30/2022	
110227	Hotel/Lodging Agreement	Doubletree by Hilton Memphis Downtown	OE	Lodging and Meeting Space	\$ 9,000.00		3/15/2022	3/18/2022	
109998	Professional Service	University of Tennessee, Chattanooga	Policy & Strategy	Data Sharing Agreement	\$ -		10/18/2021	10/31/2022	
108866	Amendment to Existing Contract	Alcoa City Schools	PSSC	Grant Subcontract	\$ 40,774.00		7/1/2020	12/16/2022	
108867	Amendment to Existing Contract	Blount County Schools	PSSC	Grant Subcontract	\$ 158,441.00		7/1/2020	12/16/2022	
109194	Amendment to Existing Contract	Proctorio, Inc.	PSSC	Online Proctoring Service	\$ 110,000.00		1/19/2021	1/18/2023	
109845	Amendment to Existing Contract	Tusculum University	PSSC	Facility Use	\$ 7,200.00		8/15/2021	8/15/2026	
110036	Academic Articulation Agreement	Lipscomb University	PSSC	Articulation Course Credits	\$ -		1/1/2022	12/30/2022	
110099	Grant Agreement	Tennessee Higher Education Commission	PSSC	Grant	\$ (589,713.00)		12/15/2021	6/14/2024	
110108	Academic Articulation Agreement	Tennessee Wesleyan University	PSSC	Articulation Course Credits	\$ -		12/6/2021	12/5/2026	
110132	Grant Agreement	Tennessee Higher Education Commission	PSSC	Grant	\$ (745,623.00)		12/15/2021	6/14/2024	
110024	Academic Articulation Agreement	Tennessee Technological University	RSCC	Articulation Course Credits	\$ -		10/5/2021	6/30/2025	
110181	Lease Agreement	Loudon County and the City of Lenior City	RSCC	Lease of Space	\$ 48,313.20		1/1/2022	12/31/2027	
110214	Banking Services	US Bank	RSCC	Banking Services	\$ 31,440.84		12/1/2020	11/30/2022	Yes
110226	Service Agreement	Iron Bow Technologies, LLC	RSCC	Professional and Technology Services	\$ 275,264.89		1/26/2022	6/30/2022	Yes
110130	Dual Service	Chattanooga State Community College-Adrian Ricketts	Student Success	Personnel	\$ 4,617.76		1/1/2022	6/30/2022	
110146	Professional Service	Julie H. Wayne	Student Success	Speaker	\$ 3,200.00		3/10/2022	3/10/2022	
110179	Hotel/Lodging Agreement	Franklin Marriott Cool Springs	Student Success	Lodging and Meeting Space	\$ 50,000.00		3/10/2022	3/11/2022	

110186	Professional Service	Online ADA, Inc.	Student Success	Computer Software	\$	200,000.00		1/20/2022	1/19/2023	Yes
110203	Grant Agreement	Columbia State Community College	Student Success	Grant Subcontract	\$	13,000.00		1/3/2022	12/31/2022	
110204	Grant Agreement	Dyersburg State Community College	Student Success	Grant Subcontract	\$	9,000.00		1/3/2022	12/31/2022	
110205	Grant Agreement	Motlow State Community College	Student Success	Grant Subcontract	\$	11,000.00		1/3/2022	12/31/2022	
110206	Grant Agreement	Pellissippi State Community College	Student Success	Grant Subcontract	\$	20,000.00		1/3/2022	12/31/2022	
110207	Grant Agreement	Roane State Community College	Student Success	Grant Subcontract	\$	13,000.00		1/3/2022	12/31/2022	
110208	Grant Agreement	Volunteer State Community College	Student Success	Grant Subcontract	\$	14,000.00		1/3/2022	12/31/2022	
110220	Academic Articulation Agreement	Community Colleges and TCAT's	Student Success	Cooperative Educational Offerings	\$	-		9/1/2021	8/31/2024	
110234	Professional Service	Civic Nation	Student Success	Speaker	\$	750.00		3/10/2022	3/10/2022	
110235	Professional Service	The Mindful Mind, LLC	Student Success	Speaker	\$	4,500.00		3/10/2022	3/10/2022	
110237	Grant Agreement	Motlow State Community College	Student Success	Grant Subcontract	\$	8,000.00		1/13/2022	12/31/2022	
110246	Professional Service	Jennifer Lambe	Student Success	Speaker	\$	300.00		3/10/2022	3/10/2022	
110255	Professional Service	Heartspace Wellness Studio LLC	Student Success	Speaker	\$	500.00		3/10/2022	3/10/2022	
110257	Professional Service	Eleanor JB Daugherty	Student Success	Speaker	\$	500.00		3/10/2022	3/10/2022	
110261	Professional Service	NACADA	Student Success	Speaker	\$	3,025.00		3/11/2022	3/11/2022	
110265	Professional Service	Jonathan Friedman	Student Success	Speaker	\$	1,000.00		3/10/2022	3/10/2022	
110271	Grant Agreement	Cleveland State Community College	Student Success	Grant Subcontract	\$	4,000.00		1/13/2022	12/31/2022	
110273	Grant Agreement	Columbia State Community College	Student Success	Grant Subcontract	\$	4,000.00		1/13/2022	12/31/2022	
110274	Grant Agreement	Jackson State Community College	Student Success	Grant Subcontract	\$	2,000.00		1/13/2022	12/31/2022	
110275	Grant Agreement	Northeast State Community College	Student Success	Grant Subcontract	\$	4,000.00		1/13/2022	12/31/2022	
110276	Grant Agreement	Pellissippi State Community College	Student Success	Grant Subcontract	\$	8,000.00		1/13/2022	12/31/2022	
110277	Grant Agreement	Roane State Community College	Student Success	Grant Subcontract	\$	2,000.00		1/13/2022	12/31/2022	
110278	Grant Agreement	Southwest TN Community College	Student Success	Grant Subcontract	\$	4,000.00		1/13/2022	12/31/2022	
110279	Grant Agreement	Walters State Community College	Student Success	Grant Subcontract	\$	2,000.00		1/13/2022	12/31/2022	
106515	Amendment to Existing Contract	Knighthorst Shredding, LLC.	TBR	Recycling Services	\$	2,000.00		1/19/2018	1/18/2023	Yes
108356	Amendment to Existing Contract	nexAir	TBR	Purchase Agreement for Industrial Gases	\$	300,000.00	Yes	1/1/2020	12/31/2022	Yes
108551	Amendment to Existing Contract	A-L COMPRESSED GASES, INC.	TBR	Purchase Agreement for Industrial Gases	\$	300,000.00	Yes	1/1/2020	12/31/2022	Yes
108662	Amendment to Existing Contract	AIRGAS USA, LLC	TBR	Purchase Agreement for Industrial Gases	\$	300,000.00		1/1/2020	12/31/2022	
108934	Amendment to Existing Contract	TriStar Health Systems, Inc.	TBR	Clinical Experience	\$	-		10/22/2020	10/21/2022	
109818	Amendment to Existing Contract	D2L Ltd.	TBR	Computer Software	\$	16,500.00	Yes	1/1/2022	12/31/2024	Yes
110064	License Agreement	Touchnet Information Systems, Inc.	TBR	Computer Software License	\$	2,800,000.00	Yes	11/1/2021	10/31/2026	
110153	Software License	TRANSFR, Inc.	TBR	Software for Curriculum with Headsets	\$	500,000.00	Yes	12/22/2021	12/22/2022	
110006	Grant Agreement	TN Department of Labor and Workforce Development	TCAT Athens	Grant	\$	(160,000.00)		10/1/2021	6/30/2022	
109659	Dual Enrollment Agreement	Hamilton County Schools	TCAT Chattanooga	Dual Enrollment Agreement	\$	10,000.00		7/1/2021	6/30/2022	
110163	Professional Service	Accu-Cutt Lawn Care	TCAT Covington	Landscaping	\$	15,660.00		12/1/2021	11/30/2022	Yes
110117	Grant Agreement	Tennessee Higher Education Commission	TCAT Crump	Grant	\$	(743,939.25)		12/15/2021	6/14/2024	
110118	Grant Agreement	Tennessee Higher Education Commission	TCAT Crump	Grant	\$	(539,471.25)		12/15/2021	6/14/2024	
110106	Grant Agreement	Tennessee Higher Education Commission	TCAT Dickson	Grant	\$	(750,000.00)		12/15/2021	6/14/2024	
110144	Clinical Affiliation	High Hopes, Inc.	TCAT Dickson	Clinical Experience	\$	-		1/1/2022	12/31/2026	
110172	Special Industry Agreement	Trane US Inc.	TCAT Dickson	Training	\$	(7,800.00)		1/4/2022	6/30/2023	
110202	Clinical Affiliation	Freeman Recovery Center, LLC	TCAT Dickson	Clinical Experience	\$	-		2/1/2022	1/31/2027	
110222	Lease Agreement	Pitney Bowes	TCAT Dickson	Lease Agreement	\$	654.96		1/4/2022	1/3/2026	
110233	Lease Agreement	Pitney Bowes	TCAT Dickson	Lease Agreement	\$	654.96		1/4/2022	1/3/2026	
110264	Software License	Interplay Learning	TCAT Dickson	Computer Software License	\$	9,500.00		2/1/2022	2/1/2023	
110280	Clinical Affiliation	Vanderbilt University Medical Center	TCAT Dickson	Clinical Experience	\$	-		1/25/2022	1/24/2025	
109058	Amendment to Existing Contract	Tennessee Department of Corrections-Brian Arnold	TCAT Elizabethton	Personnel	\$	15,000.00		10/15/2020	10/14/2022	
110020	Dual Enrollment Agreement	Kingsport City School System	TCAT Elizabethton	Dual Enrollment Agreement	\$	-		1/1/2022	8/31/2022	
110033	Clinical Affiliation	Agape Rehabilitation & Nursing Center A Waters Com	TCAT Elizabethton	Clinical Experience	\$	-		11/3/2021	11/2/2026	
110111	Grant Agreement	Tennessee Higher Education Commission	TCAT Elizabethton	Grant	\$	(750,000.00)		12/15/2021	6/14/2024	
110180	Lease Agreement	Sellers Enterprises, LLC	TCAT Harriman	Lease Agreement	\$	45,000.00		8/1/2021	7/31/2022	
109491	Amendment to Existing Contract	Wilson County Board of Education	TCAT Hartsville	Dual Enrollment Agreement	\$	-		7/1/2021	6/30/2022	
109983	License Agreement	Workforce Essentials	TCAT Hartsville	Facility Use	\$	(33,174.00)		12/1/2021	11/30/2022	
110100	Grant Agreement	Tennessee Higher Education Commission	TCAT Hartsville	Grant	\$	(731,250.00)		12/15/2021	6/14/2024	
110086	Clinical Affiliation	Three Rivers Hospital	TCAT Hohenwald	Clinical Experience	\$	-		11/29/2021	11/29/2024	
110087	Clinical Affiliation	Perry County Nursing Home	TCAT Hohenwald	Clinical Experience	\$	-		11/29/2021	11/29/2024	
110095	Grant Agreement	Tennessee Higher Education Commission	TCAT Hohenwald	Grant	\$	(750,000.00)		12/15/2021	6/14/2024	
110103	Clinical Affiliation	AHC Lewis County	TCAT Hohenwald	Clinical Experience	\$	-		11/19/2021	11/19/2024	
108175	Amendment to Existing Contract	Tennessee Higher Education Commission	TCAT Jacksboro	Grant	\$	(250,000.00)		12/2/2019	6/2/2022	
110104	Grant Agreement	Tennessee Higher Education Commission	TCAT Jackson	Grant	\$	(750,000.00)		12/15/2021	6/14/2024	
110141	Clinical Affiliation	Wesley Fountain Place	TCAT Jackson	Clinical Experience	\$	-		1/1/2022	12/31/2026	
110156	Grant Agreement	Haywood County Schools	TCAT Jackson	Grant Subcontract	\$	53,500.00		12/15/2021	6/14/2024	
110157	Grant Agreement	Fayette County Public Schools	TCAT Jackson	Grant Subcontract	\$	44,500.00		12/15/2021	6/14/2024	
110158	Grant Agreement	Jackson State Community College	TCAT Jackson	Grant Subcontract	\$	156,360.00		12/15/2021	6/14/2024	
110159	Grant Agreement	University of Memphis Lambuth	TCAT Jackson	Grant Subcontract	\$	150,000.00		12/15/2021	6/14/2024	
110160	Grant Agreement	University of Tennessee at Martin	TCAT Jackson	Grant Subcontract	\$	108,000.00		12/15/2021	6/14/2024	
110183	Grant Agreement	Rural Health Association of Tennessee	TCAT Jackson	Grant Subcontract	\$	148,450.00		12/15/2021	6/14/2024	
110184	Grant Agreement	Hardeman County (TN) Schools	TCAT Jackson	Grant Subcontract	\$	43,500.00		12/15/2021	6/14/2024	
110185	Grant Agreement	Henderson County School District	TCAT Jackson	Grant Subcontract	\$	42,500.00		12/15/2021	6/14/2024	

110218	Clinical Affiliation	Trenton Health and Rehabilitation Center	TCAT Jackson	Clinical Experience	\$ -		1/25/2022	1/24/2024	
110004	Grant Agreement	NACCE	TCAT Knoxville	Grant Subcontract	\$ (40,000.00)		10/15/2021	9/30/2022	
110035	Clinical Affiliation	Blount Memorial Transitional Care Center	TCAT Knoxville	Clinical Experience	\$ -		11/1/2021	10/31/2026	
110084	Grant Agreement	Tennessee Higher Education Commission	TCAT Knoxville	Grant	\$ (749,053.10)		12/15/2021	6/14/2024	
110091	Grant Agreement	Tennessee Higher Education Commission	TCAT Knoxville	Grant	\$ (749,893.25)		12/15/2021	6/14/2024	
110221	Use of Facilities	Blount Memorial Hospital	TCAT Knoxville	Facility Use	\$ -		1/4/2022	1/3/2024	
109932	Dual Enrollment Agreement	Clay County School System	TCAT Livingston	Dual Enrollment Agreement	\$ -		8/1/2021	5/31/2022	
110026	Software License	PioneerRx, LLC	TCAT Livingston	Computer Software	\$ 650.00	Yes	11/9/2021	11/8/2022	
110027	Clinical Affiliation	Bethesda Health Care Center LLC dba AHC-Bethesda	TCAT Livingston	Clinical Experience	\$ -		11/1/2021	10/31/2026	
110032	Clinical Affiliation	Life Care Center of Sparta	TCAT Livingston	Clinical Experience	\$ -		11/1/2021	10/31/2026	
110090	Grant Agreement	Tennessee Higher Education Commission	TCAT Livingston	Grant	\$ (750,000.00)		12/15/2021	6/14/2024	
110135	Clinical Affiliation	Pickett County Board of Education	TCAT Livingston	Clinical Experience	\$ -		2/1/2022	1/30/2027	
110228	Clinical Affiliation	NHC Healthcare of Cookeville	TCAT Livingston	Clinical Experience	\$ -		4/1/2022	3/31/2027	
110044	Clinical Affiliation	Warren County School System	TCAT McMinnville	Clinical Experience	\$ -		11/22/2021	11/21/2022	
110096	Grant Agreement	Tennessee Higher Education Commission	TCAT McMinnville	Grant	\$ (554,880.19)		12/15/2021	6/14/2024	
110138	Dual Enrollment Agreement	Cannon County High School	TCAT McMinnville	Dual Enrollment Agreement	\$ 5,000.00		1/4/2022	6/30/2022	
110166	Interagency Agreement	TCAT Shelbyville	TCAT McMinnville	Nursing Program	\$ -		1/1/2022	12/31/2026	
110174	Lease Agreement	State of Tennessee, Department of General Services	TCAT McMinnville	Lease Agreement	\$ -		2/1/2022	9/20/2022	
110195	Use of Facilities	Tennessee Department of Human Services	TCAT McMinnville	Workforce Partnership	\$ -		2/1/2022	10/31/2022	
110209	Dual Service	Motlow State Community College- Auston Houston	TCAT McMinnville	Personnel	\$ 3,837.00		1/4/2022	4/25/2022	
110252	Lease Agreement	Coffee County Government & Industrial Board	TCAT McMinnville	Lease of Space	\$ -		10/1/2022	9/20/2027	
110049	Professional Service	Stellar Security Services, LLC	TCAT Memphis	Security Services	\$ 213,096.00		12/1/2021	12/1/2022	Yes
110213	Professional Service	Fresh Start Facility Services, Inc.	TCAT Memphis	Janitorial Services	\$ 434,000.00		11/15/2021	11/20/2022	Yes
109311	Amendment to Existing Contract	Lamar	TCAT Morristown	Advertising - Bulletin Board	\$ 11,050.00		12/28/2020	12/25/2022	
109319	Amendment to Existing Contract	Lamar	TCAT Morristown	Advertising - Bulletin Board	\$ 11,050.00		3/1/2021	2/26/2023	
109337	Amendment to Existing Contract	Unbelievably Clean, INC.	TCAT Morristown	Janitorial Services	\$ 62,459.45		4/1/2021	3/31/2022	Yes
110089	Grant Agreement	Tennessee Higher Education Commission	TCAT Morristown	Grant	\$ (750,000.00)		12/15/2021	6/14/2024	
110037	Professional Service	TMA Services, LLC	TCAT Murfreesboro	Janitorial Services	\$ 31,181.25		12/1/2021	11/30/2022	Yes
110045	Special Industry Agreement	Sonoco Products Company	TCAT Murfreesboro	Provide lab and test proctoring services	\$ (1,000.00)		11/8/2021	10/31/2022	
110123	Clinical Affiliation	Woodbury Dental Partners	TCAT Murfreesboro	Clinical Experience	\$ -		11/5/2021	11/4/2026	
110152	Dual Service	Volunteer State Community College- Hilary Marabeti	TCAT Murfreesboro	Personnel	\$ 5,382.30		1/1/2022	6/30/2022	
110161	Clinical Affiliation	Coffee County EMS	TCAT Murfreesboro	Clinical Experience	\$ -		5/1/2022	4/30/2023	
110164	Clinical Affiliation	Nashville Fire Department EMS	TCAT Murfreesboro	Clinical Experience	\$ -		5/1/2022	4/30/2023	
110165	Grant Agreement	Gene Haas Foundation	TCAT Murfreesboro	Grant	\$ (500,000.00)		12/22/2021	12/20/2041	
110170	Clinical Affiliation	Bedford County EMS	TCAT Murfreesboro	Clinical Experience	\$ -		5/1/2022	4/30/2023	
110231	Clinical Affiliation	Heritage Park Endodontics	TCAT Murfreesboro	Clinical Experience	\$ -		1/31/2022	1/30/2027	
110038	Clinical Affiliation	The Children's Dentist	TCAT Nashville	Clinical Experience	\$ -		12/1/2021	11/30/2022	
110039	Clinical Affiliation	NHC Springfield	TCAT Nashville	Clinical Experience	\$ -		1/1/2022	12/31/2023	
110040	Clinical Affiliation	NHC Place Sumner	TCAT Nashville	Clinical Experience	\$ -		1/1/2022	12/31/2023	
110041	Clinical Affiliation	NHC Place at the Trace	TCAT Nashville	Clinical Experience	\$ -		1/1/2022	12/31/2023	
110042	Clinical Affiliation	Richland Place	TCAT Nashville	Clinical Experience	\$ -		1/1/2022	12/31/2023	
110110	Clinical Affiliation	Vanderbilt University Medical Center	TCAT Nashville	Clinical Experience	\$ -		1/1/2022	12/31/2024	
110133	Grant Agreement	Tennessee Higher Education Commission	TCAT Nashville	Grant	\$ (734,923.65)		12/15/2021	6/14/2024	
110244	Clinical Affiliation	Braces by Dr. Ruth	TCAT Nashville	Clinical Experience	\$ -		2/14/2022	1/31/2024	
109155	Amendment to Existing Contract	Chem-Aqua	TCAT Newbern	Water Treatment	\$ 4,500.00		12/1/2020	12/31/2022	
110154	Dual Service	TCAT Ripley - Christy Bailey	TCAT Newbern	Personnel	\$ 6,407.50		12/2/2021	6/30/2022	
110259	Dual Service	East Tennessee State University-Amanda Capps	TCAT Newbern	Personnel	\$ 6,663.80		1/18/2022	4/29/2022	
110270	Special Industry Agreement	Rough Country	TCAT Newbern	Training	\$ (1,550.00)		2/28/2022	3/25/2022	
110063	Clinical Affiliation	Life Care Center of Morgan County	TCAT Oneida	Clinical Experience	\$ -		11/1/2021	10/31/2022	
110101	Dual Service	Alvin C. York Institute-James DeKoevler	TCAT Oneida	Personnel	\$ 24,093.79		12/7/2021	6/18/2022	
110112	Grant Agreement	Tennessee Higher Education Commission	TCAT Oneida	Grant	\$ (750,000.00)		12/15/2021	6/14/2024	
110137	Special Industry Agreement	Morgan County Correctional Complex	TCAT Oneida	Welding education to inmates	\$ -		1/1/2022	12/31/2022	
110140	Use of Facilities	Morgan County Schools	TCAT Oneida	Facility Use	\$ -		1/1/2022	12/31/2022	
110176	Special Industry Agreement	East Tennessee Human Resource Agency	TCAT Oneida	Training	\$ (15,000.00)		1/6/2022	3/31/2022	
110212	Special Industry Agreement	LaFollette Utilities Board	TCAT Oneida	Training	\$ (1,000.00)		1/17/2022	6/17/2022	
110254	License Agreement	Tibbals Industrial Properties, LLC	TCAT Oneida	Provide site for CDL truck driving training	\$ -		2/9/2022	2/8/2023	
109063	Amendment to Existing Contract	Comfort Systems USA	TCAT Pulaski	Maintenance Agreement	\$ 3,638.00		11/1/2020	10/31/2022	
110199	Clinical Affiliation	The Medical Group of Columbia	2	Clinical Experience	\$ -		1/18/2022	1/17/2027	
109176	Amendment to Existing Contract	Classic Cleaning	TCAT Shelbyville	Floor Maintenance	\$ 13,187.12		1/1/2021	12/31/2022	Yes
109232	Amendment to Existing Contract	DetailXperts Franchise Systems, LLC	TCAT Shelbyville	Janitorial Services	\$ 9,907.00		1/1/2021	12/31/2022	Yes
110031	Professional Service	Southern Connections Catering, Inc.	TCAT Shelbyville	Bookstore Services	\$ 6,865.00		9/1/2020	6/30/2022	Yes
110047	Professional Service	Southern Connections Catering, Inc.	TCAT Shelbyville	Catering Services	\$ 5,500.00		11/11/2021	8/31/2022	Yes
110092	Grant Agreement	Tennessee Higher Education Commission	TCAT Shelbyville	Grant	\$ (195,480.75)		12/15/2021	6/14/2024	
110173	Professional Service	Lincoln County Vending d/b/a LC Vending	TCAT Shelbyville	Vending Services	\$ 5,294.89		12/23/2021	12/22/2024	Yes
108467	Amendment to Existing Contract	Old Fashioned Janitorial	TCAT Whiteville	Janitorial Services	\$ 11,100.00		3/30/2021	3/29/2023	Yes
107094	Amendment to Existing Contract	National Coalition of Certification Centers	TCATS	NC3 Certifications	\$ 27,000.00	Yes	12/17/2020	12/16/2022	
107279	Amendment to Existing Contract	Tennessee Department of Safety	TCATS	CDL Third Party Testing Program	\$ 5,000.00		4/1/2019	3/31/2024	
109714	Amendment to Existing Contract	Holston Gases	TCATS	Purchase Agreement for Welding Supplies	\$ 35,000.00		4/1/2021	3/31/2022	Yes

106546	Amendment to Existing Contract	EBSCO Publishing	TNeCampus	Subscription to Library Databases	\$	166,401.00		1/1/2019	12/31/2022	
107095	Amendment to Existing Contract	Turnitin LLC	TNeCampus	Computer Software	\$	350,000.00	Yes	1/1/2019	12/31/2022	Yes
108371	Amendment to Existing Contract	EBSCO Information Services	TNeCampus	Subscription to Library Databases	\$	124,660.00		2/1/2020	1/31/2023	
110167	Software License	BocaVox, LLC	TNeCampus	Computer Software License	\$	249,000.00		1/1/2022	12/31/2022	
110178	Professional Service	Competency-Based Education Network	TNeCampus	Training	\$	70,000.00	Yes	1/1/2022	12/31/2022	
110210	Dual Service	Northeast State Community College - Deidra Close	TNeCampus	Personnel	\$	5,766.75		8/1/2021	7/31/2022	
110236	Dual Service	Pellissippi State Community College - Alice Wershing/Janine Pino	TNeCampus	Personnel	\$	10,629.75		7/31/2022	7/31/2022	
110188	Dual Service	Tennessee Board of Regents - Christine Mayer	UOM	Personnel	\$	3,692.10		1/18/2022	5/5/2022	
110189	Dual Service	Tennessee Board of Regents - Colbe Wilson	UOM	Personnel	\$	5,834.20		1/18/2022	5/5/2022	
110201	Dual Service	Jackson State Community College- Leslie West-Sands	UOM	Personnel	\$	7,270.77		1/10/2022	5/12/2022	
110010	Professional Service	Handwerkskammer Südthüringen	WSCC	Apprenticeship Training	\$	-		11/1/2021	10/31/2024	Yes
110093	Grant Agreement	Tennessee Higher Education Commission	WSCC	Grant	\$	(735,912.75)		12/15/2021	6/14/2024	
110094	Grant Agreement	Tennessee Higher Education Commission	WSCC	Grant	\$	(738,949.50)		12/15/2021	6/14/2024	
110177	Service Agreement	Modern Campus USA	WSCC	Training	\$	68,000.00		1/1/2022	12/31/2024	Yes

Summary by Type of Contract
Contracts Approved from November 16, 2021 to February 28, 2022

Dept./Institution	Amendment to Existing Contract	Clinical Affiliation	Dual Services	Professional Services	Service Agreement	Other	Contract Total
<u>TBR Offices</u>							
Academics	1	-	-	-	-	4	5
eCampus	3	-	2	1	-	1	7
TBR Combined	9	-	4	10	3	29	55
Subtotal	13	-	6	11	3	34	67
<u>Institutions</u>							
APSU	-	-	-	-	-	-	-
ETSU	-	-	-	-	-	-	-
MTSU	-	-	-	-	-	-	-
TSU	-	-	-	-	-	-	-
TTU	-	-	-	-	-	-	-
UOM	-	-	3	-	-	-	3
CSCC	1	-	-	-	1	2	4
CJSCC	-	-	-	-	-	2	2
CoSCC	-	-	-	-	-	2	2
DSCC	-	-	-	-	-	-	-
JSCC	-	2	-	2	-	3	7
MSCC	-	-	-	-	-	2	2
NSCC	-	-	-	-	-	5	5
NeSCC	-	-	-	-	-	1	1
PSCC	4	-	-	-	-	4	8
RSCC	-	-	-	-	1	3	4
STCC	-	-	-	-	-	-	-
VSCC	-	-	-	-	-	-	-
WSCC	-	-	-	1	1	2	4
TCAT Combined	14	29	5	7	-	49	104
Subtotal	19	31	8	10	3	75	146
Grand Total	32	31	14	21	6	109	213

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Report of the Committee on Audit

DATE: March 31, 2022

PRESENTER: Regent Joey Hatch

PRESENTATION
REQUIREMENTS: N/A

ACTION REQUIRED: Roll Call Vote

STAFF
RECOMMENDATION: Recommend Approval

The Board will consider approval of the minutes from the March 8, 2022, meeting of the Committee on Audit.

REPORT OF THE COMMITTEE ON AUDIT

March 8, 2022

The Committee on Audit met in regular session on March 8, 2022, at 10:45 a.m. (Central) via Microsoft Teams. The necessity of the electronic meeting was confirmed due to it being the most economically efficient way to have matters considered that require timely action. The roll was called by Secretary Mariah Perry. The roll call confirmed that a quorum was present; all Committee members and the Board's Vice Chair confirmed that they could simultaneously hear and speak to other participants; and that no other people were present in the room with each Regent. In attendance were system office and institutional staff; Comptroller's Office staff; the Board's Vice Chair, Regent Emily Reynolds; and other Board members, including the following Audit Committee members:

Regent Joey Hatch, Audit Committee Chair

Regent MaryLou Apple

Regent Miles Burdine

Regent Gregory Duckett

Regent Yolanda Greene

Regent Hatch opened the meeting by thanking everyone for being present.

Item I, Informational Reporting, included five topics for discussion.

Item I.a., Highlights of Audit Findings and Recommendations, consisted of Mike Batson discussing outstanding internal audit recommendations and state audit findings. Mr. Batson also mentioned no findings for Dyersburg State Community College on their Comptroller's Audit; the Comptroller's financial and compliance audit of the TBR central office is in progress; a Veterans Affairs Compliance Survey completed by THEC at Columbia State Community College; and a Procurement Card Review from Volunteer State Community College. This item was for informational purposes and required no action.

Item I.b., Audit Reports and Reviews, consisted of informing the committee that a summary of the External Miscellaneous Reviews and Internal Audit Reports for the second quarter are included in the meeting materials. A listing of the Internal Audit Reports is included as

Attachment A to these minutes. This item was for informational purposes and required no action.

Item I.c., System-Wide Internal Audit Updates, consisted of Mike Batson providing information on the following items: An update on the TBR System Office Director of Internal Audit position search; giving an explanation of Management's Risk Assessments procedures for this fiscal year; an additional Risk management inventory piece that was required this fiscal year; and mentioning that Management's Risk Assessments would be detailed in Executive Session. This item was for informational purposes and required no action.

Item I.d., University Updates, consisted of Mike Batson providing information on the following item: Tennessee Technological University Comptroller's Office Financial and Compliance Audit Report for fiscal year 2020. Mr. Batson also explained the basis for reporting Comptroller's Office audits of the locally governed universities. This item was for informational purposes and required no action.

Item I.e., Review of Annual Audits and Expenses for the Chancellor and Presidents, included a summary of the results from internal audits of offices selected for audit and a summary of the expenses of all offices for the year ended June 30, 2021. Mr. Batson provided a brief background of the requirements for these audits. Audits were performed of the president's expenses for Chattanooga State Community College, Southwest Tennessee Community College, Volunteer State Community College, and the TBR System Office's chancellor's expenses. No recommendations were reported. This item was for informational purposes and required no action.

Item II, Consent Agenda, included two topics for approval. Item II.a., Review of Revisions to Fiscal Year 2022 Internal Audit Plans, was presented to the Committee. Most revisions to the plans were needed because of changes in audit priorities, including the addition of unscheduled investigations and added or removed system-wide audits. Item II.b., Review of Internal Audit Charters, was presented to the

Committee. The new internal audit charter was required due to a new President at Dyersburg State Community College. A motion was made by Regent Burdine and seconded by Regent Duckett to approve the revised audit plans and charter in a roll-call vote. The Committee voted to approve the audit plans as presented. The revised audit plans are included as Attachment B and the internal audit charters are included as Attachment C to these minutes.

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

Respectfully submitted,

Committee on Audit

Joey Hatch, Committee Chair

BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	Approval of Gift Card Policy 4.02.10.20
DATE:	March 31, 2022
PRESENTER:	Danny Gibbs, Executive Vice Chancellor for Business and Finance
PRESENTATION REQUIREMENTS:	15 Minutes
ACTION REQUIRED:	Roll Call Vote
STAFF RECOMMENDATION:	Recommend Approval

TBR Staff recommends approval of a new Gift Card Policy.

The purpose of the policy is to establish policy and procedures regarding the issuance of gift cards so that we may handle them more consistently across the system.

From time-to-time campuses have a business need to issue gift cards. Therefore, the college business officers thought it would help if we developed a policy regarding gift cards. To that end, a sub-group of the business officers worked to develop the policy before you today.

A few points about the gift cards are:

- Gift cards would be \$100 or less
- Examples of gift card usage would be:
 - As a thank you for a volunteer if they are not a regular college employee
 - As part of a grant project if approved in the grant
 - As an incentive to encourage participation in things like a student survey

GIFT CARDS: 4.02.10.20

Policy/Guideline Area

Business and Finance Policies

Applicable Divisions

TCATs, Community Colleges, System Office

Purpose

To provide policies and procedures on the purchase, distribution, tracking and accounting for gift cards using Institutional student activity fees, unrestricted, restricted, agency, Foundation or grant funds. As a cash-equivalent instrument, gift cards are governed by tax rules and internal control requirements. This policy states the circumstances when gift cards may be allowable, the tax implications to the recipient (students or volunteers). Any non-student Institutional employees or a student who is employed by the institution in a regular-part or full-time benefitted position are not eligible to receive gift cards.

Policy/Guideline

1. Definitions

A. *IRS*: Internal Revenue Service

B. *Gift Cards*: A store-valued or similar instrument in lieu of cash or check, including without limitation, a gift certificate. Examples of gift cards:

- Anywhere/anytime cash such as Visa, American Express or money-orders
- Store gift certificates or cards that are redeemable for a large variety of commodities, such as Walmart or grocery store gift cards
- Gift cards or gift certificates to restaurants
- Gift cards to the Institution Bookstore
- Virtual gift cards such as Amazon

- Paper gift certificates are considered the same as gift cards.
- C. *Gift Card Log*: Log to record gift information required by the Business Office to be able to issue applicable Form 1099 to the recipient unless a separate account code is utilized, if required.
- D. *Custodian*: Individual charged with physically maintaining and securing the gift card instruments.
- E. *PI*: Principal Investigator, if applicable for a grant
- F. *IRS B Notice*: Notice provided to employers indicating incomplete or incorrect data on IRS forms.
- G. *Form W9*: The form identifying the taxpayer identification number (TIN) and certifications required by the IRS.
- H. *Form 1042*: Form completed by the Institution for annual withholding for U. S. source of income for foreign persons.

Policy Statement

This policy must be adhered to by all faculty and staff.

Gift cards may be allowed in situations where it is determined that expenditures are in the best interest of the Institution and promote the purposes of the Institution. The determination of whether a gift card is allowable is dependent upon the selection of the recipient, the reason for the gift, the source of funding, and the recipient's affiliation to the Institution.

Gift cards, regardless of the value, are considered cash equivalents by the Internal Revenue Service and are subject to tax reporting. Departments purchasing and distributing gift cards are responsible for compliance with IRS regulations and Institution policies.

WHEN GIFTS CARDS MAY BE PURCHASED

Gift cards must have a value of \$100 or less. Individual gift cards may not have a face value greater than \$100 without prior approval from the Chief Financial Officer or their designee. Multiple gift cards may not be given to the same individual for the purposes of circumventing the \$100 limit rule. Gift cards may be purchased under the following circumstances:

- A gift card may be purchased if it is not for a specific person, but for an approved event prize.
- Gift cards may be purchased as a thank you for a volunteer as long as the volunteer is not a College employee (temporary student employees are eligible) or a contractor currently under contract.
- The use of gift cards for sponsored project participants is permitted as incentives or awards of externally-funded sponsored project participants as described in the grant proposal. If the gift card was not described in the grant proposal, the purchase of a gift card on a sponsored project requires prior written approval from the sponsor. If prior approval is not obtained, the gift card purchase is not allowable on the grant.
- All other gift card purchases will be considered during the approval process.

WHEN GIFTS CARDS MAY **NOT** BE PURCHASED

- Gift cards may **NOT** be purchased for College specifically identified active non-student employees, or consultants employed by the Institution.
- Gift cards may **NOT** be purchased as gifts for graduating students.
- Gift cards may **NOT** be purchased as holiday or other gifts to employees or students.
- Gift cards may **NOT** be purchased to pay suppliers and consultants for goods and/or services received.

Procedures

The purpose and purchase of gift cards must be pre-approved by the Chief Financial Officer or their designee due to the fact that gift cards are the equivalent to cash and can have income tax implications.

The unit/department requesting the purchase of gift cards is responsible for overseeing gift card controls in the department. They are also responsible for safeguarding the gift cards at all times and for reviewing and reconciling the gift card purchases. The

unit/department is responsible for obtaining and assuring the accurate completion of the W9 form, if necessary, and submitting the completed form to Accounts Payable.

Obtaining Approval for Purchase

1. Each institution must have defined processes to assure that gift card purchases are pre-approved. The PI, if applicable, must verify that the grant proposal indicates approval to obtain gift cards.
2. Instances where gift card purchases occur before approval is obtained may not be considered for reimbursement.

Purchasing a Gift Card

1. Gift cards may be purchased by using a purchase order. A purchase requisition with the appropriate approvals must be submitted through the normal requisition process.
2. Individual gift cards may not have a face value greater than \$100 without prior approval from the Chief Financial Officer or their designee.
3. Gift cards may be purchased from the Institution bookstore, or the Business Office may be consulted for other alternatives.
4. Gift card purchases must meet all applicable purchase requirements as determined by the Institution's Procurement Officer.

Maintaining and Distributing Gift Cards

1. When gift cards are purchased, the Custodian, PI, or the PI designee must maintain documentation of the card number, card amount, recipient, and date of distribution.
2. Until disbursed, cards should be maintained in a secure, locked area.
3. The Institution is required to report payments exceeding \$599.99 to US Residents on Form 1099 and to Foreign Nationals on the appropriate Form 1042.
4. Gift card documentation must be submitted to the Business Office or Accounts Payable within 10 days of the final distribution.

Securing the Social Security Numbers for Gift Cards

Social Security Numbers (SSN) are considered personally identifiable information (PII). The collection and use of social security numbers has been approved as part of the Gift Card policy if necessary, but must be maintained securely.

Exceptions by the Chancellor

The Chancellor may suspend or revoke an institution's ability to use gift cards under this policy. The suspension or revocation would normally be for non-compliance with the policy or other audit issues related to gift card usage. The Chancellor may also make other exceptions to the policy as deemed necessary.

Sources

Authority

T.C.A. § 49-8-203, IRS Rules

History

TBR Meeting, March 31, 2022

Exhibits

Exhibit #1 – Copy of Gift Card Form

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Approval of Financial Management of Student Organizations Policy 4.01.08.00

DATE: March 31, 2022

PRESENTER: Danny Gibbs, Executive Vice Chancellor for Business and Finance

PRESENTATION REQUIREMENTS: 15 Minutes

ACTION REQUIRED: Roll Call Vote

STAFF RECOMMENDATION: Recommend Approval

TBR Staff recommends approval of the new Financial Management of Student Organizations Policy.

During our recent Sunset Audit, the auditors reported an observation (not a finding) but instead a suggestion, that TBR should strengthen the student organization policy to ensure colleges implement adequate financial safeguards to protect student organization funds.

Just prior to our audit, a fraud had occurred at one of the universities with one of their student organizations. Although our student organization balances are relatively small, the auditors looked at our policy and suggested adding additional controls to the policy.

As part of our review of the Student Organization Policy, we decided that it would be better to have the new internal control/financial language in a separate financial policy that is before you. These controls address such things as banking procedures, fundraising procedures, and disbursements.

Financial Management of Student Organizations: 4.01.08.00

Policy Area

Business and Finance Policies

Applicable Divisions

TCATs, Community Colleges

Purpose

The following policy of the Tennessee Board of Regents, applicable to all institutions governed by the Board, provides minimum standards for the financial management of student organizations at the institutions.

Policy

I. [Scope](#)

- A. Each institution is authorized to establish additional policies and procedures affecting student organizations which are consistent with the provisions of this policy.

II. [Types of Student Organizations](#)

- A. Student organizations may be either organizations sponsored by the institution, such as student government associations, associated student body organizations, and professional and honor societies, or organizations officially registered by the institution.
- B. Organizations which may be registered to operate on campuses include the following:
 - 1. Honors and leadership organizations and recognition societies;
 - 2. Departmental organizations and professional fraternities and sororities; and

3. Special interest groups (political, religious, athletic, etc.).
- C. Registration of a student organization by an institution shall neither constitute nor be construed as approval or endorsement by the institution of the purposes or objectives of the organization.

III. Fiscal Procedures

A. Financial System

1. The institution is responsible to ensure that each student organization maintains a sound financial system related to the collection and disbursement of revenues in accordance with generally accepted accounting principles.
2. A student organization may be subject to audit by representatives of the institution at any time, and appropriate financial records shall be maintained for the purposes of audit.
3. Each institution may require any or all student organizations to submit an annual financial report reflecting all revenues received and disbursed by the organization, and/or an interim financial report or such a report concerning any fund-raising activity of the organization. If required, this report shall be a requirement for renewal of organization registration.

B. Student Organization Officer

1. Each student organization shall designate an officer of the organization who is responsible for the collection and disbursement of funds and the maintenance of books and records.

C. Banking

1. All deposits and disbursements must be made through an account maintained by the college's business office. No student organizations may have external bank accounts.

D. Fundraising

1. The college must approve or designate an employee that must approve all fundraising activities of student organizations.
2. At the time of approval of the fundraising activity the college must provide the student organization officers a document that explains the

required procedures of the fundraising activity. Procedures may require count sheets verified and approved by two individuals preferably with one of the individuals being an employee/sponsor/advisor.

3. Procedures will at a minimum address the safekeeping of funds until funds are deposited with the business office; the requirement that all funds received must be deposited with the business office by no later than the next business day after receipt; and no disbursements may be made from the funds received before being deposited.

E. Disbursements

1. The college must implement disbursement approval procedures that will ensure that student organizations receive goods or services before payment is made. At a minimum, the disbursements must be approved by the organization advisor or other college official familiar with the disbursements.
2. No disbursements may be made from the funds received before being deposited.
3. As with all expenditures, appropriate documentation (receipts, invoices, etc.) must be maintained to support the expenditures.

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Approval of Revisions to Student Organizations Policy
3.01.01.00

DATE: March 31, 2022

PRESENTER: Danny Gibbs, Executive Vice Chancellor for Business and
Finance

PRESENTATION
REQUIREMENTS: 15 Minutes

ACTION REQUIRED: Roll Call Vote

STAFF
RECOMMENDATION: Recommend Approval

TBR Staff recommends approval of revisions to the Student Organizations Policy.

During our recent Sunset Audit, the auditors reported an observation (not a finding) but instead a suggestion, that TBR should strengthen the student organization policy to ensure colleges implement adequate financial safeguards to protect student organization funds.

As part of our review of the Student Organization Policy, we decided that it would be better to have the new internal control/financial language in a separate financial policy.

Therefore, the revised Student Organizations Policy now will refer to the new Financial Management of Student Organizations Policy.

Additionally, there is some clean up done to the revised Student Organization Policy to remove references to social fraternities and sororities. These items were a holdover from when the LGI's were included in our policies.

Student Organizations : 3.01.01.00

Policy/Guideline Area

Student Policies

Applicable Divisions

TCATs, Community Colleges

Purpose

The following policy of the Tennessee Board of Regents, applicable to all institutions governed by the Board, provides minimum standards for the registration and conduct of student organizations at the institutions.

Policy/Guideline

I. Scope

- A. Each institution is authorized to establish additional policies and procedures affecting student organizations which are consistent with the provisions of this policy.

II. Types of Student Organizations

- A. Student organizations may be either organizations sponsored by the institution, such as student government associations, associated student body organizations, and professional and honor societies, or organizations officially registered by the institution.
- B. Organizations which may be registered to operate on campuses include the following:
 - 1 Honors and leadership organizations and recognition societies;
 - 2 Departmental organizations and professional fraternities and sororities; and

~~Social fraternities and sororities; and~~

43 Special interest groups (political, religious, athletic, etc.).

- C. Registration of a student organization by an institution shall neither constitute nor be construed as approval or endorsement by the institution of the purposes or objectives of the organization.

III. General Policies on Student Organizations

- A. No student organization may carry on any activity on the campus of an institution unless the organization has been officially registered by the institution.
- B. No institution shall be responsible for injuries or damages to persons or property resulting from the activities of student organizations, or for any debts or liabilities incurred by such organizations.
- C. No student organization shall deny membership to any person on the basis of age, race, sex, religion, handicap or national origin, provided that social fraternities and sororities may have sex restricted membership, subject to the following exceptions:
 - 1 No TBR institution that grants recognition to any student organization shall discriminate against or deny recognition to a student organization, or deny to a student organization access to programs, funding, or facilities otherwise available to another student organization, on the basis of:
 - a The religious content of the organization's speech including, but not limited to, worship; or

- b The organization's exercise of its rights pursuant to subsection 2.
 - 2 A religious student organization may determine that the organization's religious mission requires that only persons professing the faith of the group and comporting themselves in conformity with it qualify to serve as members or leaders.
- D. No student organization or individual shall engage in or condone any form of hazing.
 - 1 Hazing shall include, but is not limited to:
 - a Any action taken, or situation created intentionally, to produce mental or physical discomfort, embarrassment or ridicule;
 - b Any form of verbal or physical harassment or abuse; and
 - c Engaging in public stunts, morally degrading or humiliating behavior or games, whether on or off campus.
 - d Excessive demands on a student's time so as to interfere with academic performance are prohibited.
 - e Threatening in any manner or form for the purpose of cajoling individuals into secrecy in regard to breaches (planned, threatened, attempted, or perpetrated) of hazing violations also is prohibited.

- f Hazing activity which is in violation of any other institution regulation such as the misuse of alcohol, drugs, institution property, etc., is strictly forbidden.
- E. Student organizations shall be vicariously responsible and liable for the conduct and actions of each member of the organization while acting in the capacity of a member or while attending or participating in any activity of the organization.
- F. No person, group or organization may use the name of the institution in any manner, provided that registered student organizations may use the name of the institution following the name of the organization.
- G. No person, group or organization may use the seal or any symbol of the institution without the prior written approval of the president of the institution, or designee.

IV. [Criteria for Registration of Organizations](#)

- A. Any proposed student organization shall be open to all students of the institution who otherwise meet membership requirements.
- B. Membership in the organization shall be limited to currently enrolled students; provided that organizations may include faculty and staff of the institution, and/or spouses of students, faculty and staff, and provided further that professional organizations may include members of the professional and business communities as members.
- C. A proposed organization must represent the interests of the members, and the control of the organization must be within the local campus group.

- D. The organization must not have a knowing affiliation with an organization possessing illegal aims and goals, with a specific purpose to further those illegal aims and goals.
- E. The proposed organization must agree to comply with all policies, regulations and procedures established by the Board and the institution, and with all federal and state laws and regulations.
- F. The proposed organization must not:
 - 1 Have illegal aims and goals;
 - 2 Propose activities which would violate regulations of the Board or the institution, or federal or state laws and regulations, or materially and substantially disrupt the work and discipline of the institution; or
 - 3 Advocate incitement of imminent lawless action which is likely to produce such action.
- G. The proposed organization must have the minimum number of charter members designated by the institution, and there must be a demonstration of continuous interest in the purposes of the organization sufficient to afford registration on a long-term basis.
 - 1 In the event there is not sufficient interest to warrant long-term registration, an institution may grant temporary registration to an organization for a limited period of time.
- H. New organizations may be denied registration where the purposes are within the scope of a currently registered organization.

- I. No organization may use the same name, or a name which is misleading and similar to the name, of a currently registered organization.
- J. The organization must provide for the distribution of all funds and assets in the event of dissolution.

V. **Procedure for Registration of Organizations**

- A. In order to become officially registered as a student organization, a group must meet the criteria set forth in section IV., and must provide to the institution a minimum of the following:
 - 1 An application or request to form the organization on the form designated by the institution.
 - 2 The proposed constitution and bylaws of the organization, which must clearly contain the following:
 - a The name, purpose, proposed activities, and rules of membership of the organization, the officers, their terms and methods of selection, the proposed nature and frequency of meetings and activities, and, the financial plans of the organization, including any proposed fees, dues and assessments.
 - b The names and signatures of the charter members of the organization.
 - c The names of the faculty adviser and/or the administrative officers of the institution who will sponsor the organization.
 - d A statement of assurance of compliance by the organization that it will comply with all

rules and regulations, policies and procedures of the Board and the institution and with all federal and state laws and regulations.

- 3 The designated number of copies of the foregoing documents and information must be submitted to the office of the designated body or bodies of the institution authorized to review and make recommendations concerning proposed organizations.
- 4 Recommendations regarding registration of a proposed organization must be forwarded by the designated body or bodies of the institution to the president of the institution, or authorized designee; and registration by the president or designee is necessary before the organization can be officially registered.
- 5 Any official or body responsible for reviewing or registering proposed organizations may require the sponsors to clarify any materials or information provided in the registration process, to resubmit the application or request with non-conforming materials or provisions deleted, or to appear at a hearing for the purpose of obtaining additional information and testimony concerning the purposes, aims or proposed activities of the organization.

VI. Nature and Conditions of Registration

- A. Registration of a student organization for other than a temporary period will be on an annual basis only, effective until the beginning of the next fall term of the institution, and shall be subject to annual renewal by the institution for each ensuing year.
- B. Annual renewal of registration of an organization shall be dependent upon the organization's demonstration of compliance with the following:
 - 1 It must adhere to the purposes, aims and activities as stated in the approved constitution and bylaws;
 - 2 It must continue to meet all of the requirements for initial registration;
 - 3 It must have remained in compliance with all rules and regulations of the institution and all federal and state laws;
 - 4 It must submit all changes in the constitution and bylaws to the institution for approval;
 - 5 It must maintain a current list of officers, faculty advisers and sponsors on file with the institution; and
 - 6 It must have submitted all required financial and other reports to the institution.

VII. Reports

- A. Each institution may require any or all organizations to submit an annual report concerning its programs and activities during the preceding year. If required, this report shall be reviewed by the designated bodies or officials of the institution, and shall be a requirement for renewal of registration.

~~B. Each institution may require any or all organizations to submit an annual financial report reflecting all revenues received and disbursed by the organization, and/or an interim financial report or such a report concerning any fund-raising activity of the organization. If required, this report shall be a requirement for renewal of registration.~~

VIII. Probation, Suspension, and Withdrawal of Registration

- A. An organization may be placed on probation, be suspended, or registration may be withdrawn by the designated authority of the institution for any of the following reasons:
- 1 The organization fails to maintain compliance with the initial requirements for registration;
 - 2 The organization ceases to operate as an active organization;
 - 3 The organization request withdrawal of registration;
 - 4 The organization operates or engages in any activity in violation of rules and regulations of the institution, or federal or state laws; or
 - 5 The organization fails to submit any required reports.
- B. An organization which is placed on probation may continue to hold meetings but may not sponsor any activity or program.
- C. An organization which is placed under suspension may not engage in or sponsor any activity or program, and may not hold meetings.
- D. Where registration of an organization is withdrawn, it shall cease to exist as an organization.

- E. In the event an organization is placed on probation or suspended, or registration is withdrawn on the basis of section VIII.A.4., the organization shall be afforded the opportunity for a hearing before the appropriate institutional representative or committee.

IX. **Officers of Student Organizations**

- A. No student who is under academic or social suspension from the institution shall be eligible to become, or maintain the status of, an officer of an organization.

X. **Financial Management Fiscal Procedures**

- A. Institutional management of finances for student organizations is governed by Financial Management of Student Organizations, TBR Policy 4.01.08.00. Each organization shall maintain a sound financial system related to the collection and disbursement of revenues in accordance with generally accepted accounting principles. An organization may be subject to audit by representatives of the institution at any time, and appropriate financial records shall be maintained for the purposes of audit.
- ~~B. Each organization shall designate an officer of the organization who is responsible for the collection and disbursement of funds and the maintenance of books and records.~~

XI. **Programs and Activities**

- A. The use of any campus property or buildings by an organization shall be subject to the rules and regulations of the Board and the institution concerning use of property and facilities.
- B. All organizations registered pursuant to this policy shall be "affiliated organizations" for the purposes of any Board, or

institutional policies concerning use of campus property and facilities. (Reference Policy No. 1.03.02.50)

- C. Except for routine meetings of the organization, no on-campus program or activity shall be engaged in unless approved by the designated bodies and/or officials of the institution, and each institution may require prior approval for off-campus programs and activities.
- D. Prior to approval, the institution may require a specified number of officials or security officers for any event, activity or program.
- E. Any fund-raising activity on campus shall be for the benefit of the organization as a whole or a charity, and no funds shall be distributed to the officers or members of an organization for personal profit or gain.
- F. No guest speakers shall be invited to the campus except pursuant to policies of the Board and the institution concerning guest or off-campus speakers. (Reference Policy No. 1.03.02.50)

Sources

Authority

T.C.A. § 49-8-203

History

SBR Meetings, September 29, 1978; December 7, 1979; September 30, 1983 March 23, 1984, September 21, 1990; December 2, 2016 Revised pursuant to T.C.A. § 49-7-150.

Related Policies

- [Access to and Use of Campus Property and Facilities](#)

Student Organizations : 3.01.01.00

Policy/Guideline Area

Student Policies

Applicable Divisions

TCATs, Community Colleges

Purpose

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Policy/Guideline

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- B. Organizations which may be registered to operate on campuses include the following:
 - 1 Honors and leadership organizations and recognition societies;
 - 2 Departmental organizations and professional fraternities and sororities; and

- 3 Special interest groups (political, religious, athletic, etc.).
- C. Registration of a student organization by an institution shall neither constitute nor be construed as approval or endorsement by the institution of the purposes or objectives of the organization.

III. General Policies on Student Organizations

- A. No student organization may carry on any activity on the campus of an institution unless the organization has been officially registered by the institution.
- B. No institution shall be responsible for injuries or damages to persons or property resulting from the activities of student organizations, or for any debts or liabilities incurred by such organizations.
- C. No student organization shall deny membership to any person on the basis of age, race, sex, religion, handicap or national origin, provided that social fraternities and sororities may have sex restricted membership, subject to the following exceptions:
 - 1 No TBR institution that grants recognition to any student organization shall discriminate against or deny recognition to a student organization, or deny to a student organization access to programs, funding, or facilities otherwise available to another student organization, on the basis of:
 - a The religious content of the organization's speech including, but not limited to, worship; or

- b The organization's exercise of its rights pursuant to subsection 2.
 - 2 A religious student organization may determine that the organization's religious mission requires that only persons professing the faith of the group and comporting themselves in conformity with it qualify to serve as members or leaders.
- D. No student organization or individual shall engage in or condone any form of hazing.
- 1 Hazing shall include, but is not limited to:
 - a Any action taken, or situation created intentionally, to produce mental or physical discomfort, embarrassment or ridicule;
 - b Any form of verbal or physical harassment or abuse; and
 - c Engaging in public stunts, morally degrading or humiliating behavior or games, whether on or off campus.
 - d Excessive demands on a student's time so as to interfere with academic performance are prohibited.
 - e Threatening in any manner or form for the purpose of cajoling individuals into secrecy in regard to breaches (planned, threatened, attempted, or perpetrated) of hazing violations also is prohibited.

- f Hazing activity which is in violation of any other institution regulation such as the misuse of alcohol, drugs, institution property, etc., is strictly forbidden.
- E. Student organizations shall be vicariously responsible and liable for the conduct and actions of each member of the organization while acting in the capacity of a member or while attending or participating in any activity of the organization.
- F. No person, group or organization may use the name of the institution in any manner, provided that registered student organizations may use the name of the institution following the name of the organization.
- G. No person, group or organization may use the seal or any symbol of the institution without the prior written approval of the president of the institution, or designee.

IV. [Criteria for Registration of Organizations](#)

- A. Any proposed student organization shall be open to all students of the institution who otherwise meet membership requirements.
- B. Membership in the organization shall be limited to currently enrolled students; provided that organizations may include faculty and staff of the institution, and/or spouses of students, faculty and staff, and provided further that professional organizations may include members of the professional and business communities as members.
- C. A proposed organization must represent the interests of the members, and the control of the organization must be within the local campus group.

- D. The organization must not have a knowing affiliation with an organization possessing illegal aims and goals, with a specific purpose to further those illegal aims and goals.
- E. The proposed organization must agree to comply with all policies, regulations and procedures established by the Board and the institution, and with all federal and state laws and regulations.
- F. The proposed organization must not:
 - 1 Have illegal aims and goals;
 - 2 Propose activities which would violate regulations of the Board or the institution, or federal or state laws and regulations, or materially and substantially disrupt the work and discipline of the institution; or
 - 3 Advocate incitement of imminent lawless action which is likely to produce such action.
- G. The proposed organization must have the minimum number of charter members designated by the institution, and there must be a demonstration of continuous interest in the purposes of the organization sufficient to afford registration on a long-term basis.
 - 1 In the event there is not sufficient interest to warrant long-term registration, an institution may grant temporary registration to an organization for a limited period of time.
- H. New organizations may be denied registration where the purposes are within the scope of a currently registered organization.

- I. No organization may use the same name, or a name which is misleading and similar to the name, of a currently registered organization.
- J. The organization must provide for the distribution of all funds and assets in the event of dissolution.

V. **Procedure for Registration of Organizations**

- A. In order to become officially registered as a student organization, a group must meet the criteria set forth in section IV., and must provide to the institution a minimum of the following:
 - 1 An application or request to form the organization on the form designated by the institution.
 - 2 The proposed constitution and bylaws of the organization, which must clearly contain the following:
 - a The name, purpose, proposed activities, and rules of membership of the organization, the officers, their terms and methods of selection, the proposed nature and frequency of meetings and activities, and, the financial plans of the organization, including any proposed fees, dues and assessments.
 - b The names and signatures of the charter members of the organization.
 - c The names of the faculty adviser and/or the administrative officers of the institution who will sponsor the organization.
 - d A statement of assurance of compliance by the organization that it will comply with all

rules and regulations, policies and procedures of the Board and the institution and with all federal and state laws and regulations.

- 3 The designated number of copies of the foregoing documents and information must be submitted to the office of the designated body or bodies of the institution authorized to review and make recommendations concerning proposed organizations.
- 4 Recommendations regarding registration of a proposed organization must be forwarded by the designated body or bodies of the institution to the president of the institution, or authorized designee; and registration by the president or designee is necessary before the organization can be officially registered.
- 5 Any official or body responsible for reviewing or registering proposed organizations may require the sponsors to clarify any materials or information provided in the registration process, to resubmit the application or request with non-conforming materials or provisions deleted, or to appear at a hearing for the purpose of obtaining additional information and testimony concerning the purposes, aims or proposed activities of the organization.

VI. Nature and Conditions of Registration

- A. Registration of a student organization for other than a temporary period will be on an annual basis only, effective until the beginning of the next fall term of the institution, and shall be subject to annual renewal by the institution for each ensuing year.
- B. Annual renewal of registration of an organization shall be dependent upon the organization's demonstration of compliance with the following:
 - 1 It must adhere to the purposes, aims and activities as stated in the approved constitution and bylaws;
 - 2 It must continue to meet all of the requirements for initial registration;
 - 3 It must have remained in compliance with all rules and regulations of the institution and all federal and state laws;
 - 4 It must submit all changes in the constitution and bylaws to the institution for approval;
 - 5 It must maintain a current list of officers, faculty advisers and sponsors on file with the institution; and
 - 6 It must have submitted all required financial and other reports to the institution.

VII. Reports

- A. Each institution may require any or all organizations to submit an annual report concerning its programs and activities during the preceding year. If required, this report shall be reviewed by the designated bodies or officials of the institution, and shall be a requirement for renewal of registration.

VIII. Probation, Suspension, and Withdrawal of Registration

- A. An organization may be placed on probation, be suspended, or registration may be withdrawn by the designated authority of the institution for any of the following reasons:
 - 1 The organization fails to maintain compliance with the initial requirements for registration;
 - 2 The organization ceases to operate as an active organization;
 - 3 The organization request withdrawal of registration;
 - 4 The organization operates or engages in any activity in violation of rules and regulations of the institution, or federal or state laws; or
 - 5 The organization fails to submit any required reports.
- B. An organization which is placed on probation may continue to hold meetings but may not sponsor any activity or program.
- C. An organization which is placed under suspension may not engage in or sponsor any activity or program, and may not hold meetings.
- D. Where registration of an organization is withdrawn, it shall cease to exist as an organization.
- E. In the event an organization is placed on probation or suspended, or registration is withdrawn on the basis of section VIII.A.4., the organization shall be afforded the opportunity for a hearing before the appropriate institutional representative or committee.

IX. Officers of Student Organizations

- A. No student who is under academic or social suspension from the institution shall be eligible to become, or maintain the status of, an officer of an organization.

X. **Financial Management**

- A. Institutional management of finances for student organizations is governed by Financial Management of Student Organizations, TBR Policy 4.01.08.00.

XI. **Programs and Activities**

- A. The use of any campus property or buildings by an organization shall be subject to the rules and regulations of the Board and the institution concerning use of property and facilities.
- B. All organizations registered pursuant to this policy shall be "affiliated organizations" for the purposes of any Board, or institutional policies concerning use of campus property and facilities. (Reference Policy No. 1.03.02.50)
- C. Except for routine meetings of the organization, no on-campus program or activity shall be engaged in unless approved by the designated bodies and/or officials of the institution, and each institution may require prior approval for off-campus programs and activities.
- D. Prior to approval, the institution may require a specified number of officials or security officers for any event, activity or program.
- E. Any fund-raising activity on campus shall be for the benefit of the organization as a whole or a charity, and no funds shall be distributed to the officers or members of an organization for personal profit or gain.

- F. No guest speakers shall be invited to the campus except pursuant to policies of the Board and the institution concerning guest or off-campus speakers. (Reference Policy No. 1.03.02.50)

Sources

Authority

T.C.A. § 49-8-203

History

SBR Meetings, September 29, 1978; December 7, 1979; September 30, 1983 March 23, 1984, September 21, 1990; December 2, 2016 Revised pursuant to T.C.A. § 49-7-150.

Related Policies

- [Access to and Use of Campus Property and Facilities](#)

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: External Affairs Update

DATE: March 31, 2022

PRESENTER: Executive Vice Chancellor Kim McCormick

PRESENTATION
REQUIREMENTS: 10 minutes with discussion

ACTION REQUIRED: Informational Purposes

STAFF
RECOMMENDATION: Not Applicable

Members will receive activity highlights from office of External Affairs. The update will include the search status for Assistant Vice Chancellor for Campus Safety/TCAT Police Chief.

Dr. McCormick will provide a status update on key pieces of legislation being tracked by the Government Relations Department., as well as the progression of the second session of the 112th General Assembly.

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: State Budget Update

DATE: March 31, 2022

PRESENTER: Danny Gibbs, Executive Vice Chancellor for Business and Finance

PRESENTATION REQUIREMENTS: 15 minutes with discussion

ACTION REQUIRED: Roll Call Vote

STAFF RECOMMENDATION: Recommend Approval

The Board will hear a report from Executive Vice Chancellor Gibbs regarding the Governor's budget recommendations.

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Center for Workforce Development Update

DATE: March 31, 2022

PRESENTER: TCAT Murfreesboro President Carol G. Puryear

PRESENTATION REQUIREMENTS: 15 minutes

ACTION REQUIRED: Informational Purposes

STAFF RECOMMENDATION: Not Applicable

- **Workforce Updates.** Tennessee Board of Regents colleges across the state continue to develop workforce training programs to meet the needs of industry, and the pace of program development is already picking up in early 2022. President Carol Puryear will review current workforce development projects and activities, including campus workforce training initiatives, apprenticeships, and updates on the Governor’s Correctional Education Initiative.
- **Spotlight on Ford Blue Oval City.** The development of the new Tennessee College of Applied Technology (TCAT) on the Memphis Regional Megasite in conjunction with Ford Motor Company and SK Innovation’s Blue Oval City is a landmark project whose effects will be felt across the nation for many years to come. President Puryear will provide an update on this critical project, including progress on the customized training and the electric vehicle technology to be manufactured at the Megasite.

BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	TN ADAPTS
DATE:	March 31, 2022
PRESENTER:	Dr. Russ Deaton, Executive Vice Chancellor and Dr. Christine Mayer, Executive Director for TN eCampus
PRESENTATION REQUIREMENTS:	10-minute presentation
ACTION REQUIRED:	Informational Purposes
STAFF RECOMMENDATION:	Not Applicable

There will be a presentation on **TN ADAPTS**, which is a remote employment training course designed for students and recent graduates of TBR institutions.

The Instructional Design and Training team of TN eCampus developed this asynchronous online training course to help participants understand the characteristics of a successful remote worker, including strategies for working remotely and guidance for remaining connected to an organization.

TN ADAPTS encourages participants to:

- **AIM** - Using your degree to further your career goals
- **DEFINE** - Understanding remote work specifications and characteristics
- **APPLY** - Applying for and interviewing for remote employment
- **PREPARE** - Selecting the right tools and creating a remote work environment
- To **SUCCEED** - Working and succeeding as a remote employee

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: College Enrollment and Student Success

DATE: March 31, 2022

PRESENTER: Executive Vice Chancellor Russ Deaton

PRESENTATION REQUIREMENTS: 10 minutes with discussion

ACTION REQUIRED: Informational Purposes

STAFF RECOMMENDATION: Not Applicable

Executive Vice Chancellor Russ Deaton will provide a presentation on enrollment and success at TCATs and community colleges.

The presentation will include an update about community college and TCAT enrollment in fall 2021, community college and TCAT graduates in fall 2021, and preliminary enrollment trends for spring 2022.

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Report of the Committee on Personnel and Compensation

DATE: March 31, 2022

PRESENTER: Regent Yolanda Greene

PRESENTATION
REQUIREMENTS: N/A

ACTION REQUIRED: Roll Call Vote

STAFF
RECOMMENDATION: Recommend Approval

The Board will consider approval of the minutes from the March 25, 2022 meeting of the Committee on Personnel and Compensation.

**REPORT OF THE COMMITTEE ON PERSONNEL AND
COMPENSATION
MARCH 25, 2022**

The Committee on Personnel and Compensation met electronically on March 25, 2022. At the beginning of the meeting, Regent Greene requested during roll call for members to respond if they could hear and speak with others in the meeting; and also, if they were alone. Regent Burdine, Regent Greene, and Regent Varlan responded yes to both questions. Regent Hatch responded yes to the first question, and indicated that his spouse, Debbie Hatch, was at the location in which he was participating. Roll call was taken, and a quorum was present.

Next, Regent Greene stated that the meeting was being held electronically as it is the most economically efficient way, and the matters to be considered required timely action that was required prior to the regularly scheduled quarterly board meeting. The necessity to meet electronically was adopted by unanimous consent.

The first and only item on the agenda for consideration was the Compensation Plan Methodology for Community College Presidents, TCAT Presidents, the Chancellor, and the TCAT Faculty and Staff.

Regent Burdine made a motion to accept the items as presented. Regent Hatch 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

Yolanda Greene, Chair

BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	Corequisite Placement Pilot and HS GPA in Learning Support
DATE:	March 31, 2022
PRESENTER:	Executive Vice Chancellor Russ Deaton
PRESENTATION REQUIREMENTS:	10 minutes with discussion
ACTION REQUIRED:	Roll Call Vote
STAFF RECOMMENDATION:	Recommend Approval

The proposed revision to the TBR learning support policy adds students' cumulative high school GPA as an assessment method for learning support placement, alongside existing test-based assessment methods. The proposed revision sets the high school GPA cut score at 3.6 on a 4.0 scale.

TBR's existing EPSO policy ([2.01.00.05](#)) requires that dual enrolled students meet placement requirements outlined in the learning support policy. This proposed revision to the learning support policy gives schools additional flexibility to determine placement for dual enrolled students in college-level math, reading, and writing courses based on their in-progress high school GPA of at least 2.8 and a recommendation from the students' high schools.

This proposed policy change is based on the results of the two-year study of the Corequisite Placement Pilot.

Exhibit 2.

TBR Policy: 2:03:00:02 Learning Support

List of Assessments Approved by the Vice Chancellor for Academic Affairs

1. ACT
2. SAT
3. Completion of Learning Support Competencies through the Seamless Alignment and Integration of Learning Support (SAILS) program
4. ACCUPLACER
5. [High School GPA](#)

Approved Cut Scores for Placement into College Level Courses

Subject Area	ACT*	SAT**	ACCUPLACER (Next Generation)	SAILS	<u>High School GPA***</u>
Writing	18	Critical Reading 490	250	Successfully completed 4 identified writing competencies (exhibit 5)	<u>3.6</u>
Reading	19	Critical Reading 500	250	Successfully completed 4 identified reading competencies. (exhibit 4)	<u>3.6</u>
Mathematics	19	Math 500	250	Successfully completed 5 identified math competencies (exhibit 3)	<u>3.6</u>

Students with a subject score that is equal to or greater than the listed cut score will be exempt from learning support and placed into college-level courses.

The cut scores identified above are those approved for placement in TBR community colleges and are not used for admissions decisions.

***ACT College Readiness Benchmarks** identify the following minimum scores to be evaluated as "college ready." Writing - 18; Reading - 22; Mathematics - 22.

<http://www.act.org/content/dam/act/unsecured/documents/pdfs/R1670-collegereadiness-benchmarks-2017-11.pdf>

**SAT concorded cut scores are based upon 2016 Revised SAT scores.

***Institutions should place students with a high school grade point average (GPA) of 3.60 or higher out of corequisite learning support and into college-level courses. Colleges should use the cumulative high school GPA on a 4.0 scale calculated with internal quality points awarded for advanced placement, honors or other similar courses, according to the Uniform Grading Policy adopted by the State Board of Education. Colleges should use the in-progress/seventh-term GPA should the final GPA not be available upon placement.

For dual enrollment, high school students enrolling in college-level math, reading, or writing courses must meet the placement requirements listed above, consistent with TBR's policy on Early Postsecondary Opportunities (2.01.00.05). For dual enrolled students who have high school GPAs of 2.80-3.59 and no other assessment scores that would place the student into college-level courses, enrollment in college-level math, reading, or writing courses shall be allowed upon recommendation of the student by their high school.

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BOARD TRANSMITTAL

MEETING:	March 2022 Quarterly Board Meeting
SUBJECT:	Proposed Program Terminations, Modifications, and New Technical Program Implementations
DATE:	March 31, 2021
PRESENTER:	Vice Chancellor Jothany Blackwood
PRESENTATION REQUIREMENTS:	10 minutes with discussion
ACTION REQUIRED:	Roll Call Vote
STAFF'S RECOMMENDATION:	Recommend Approval

Program Proposals requiring Board approval from TCAT Committee:

Twenty-nine (29) program proposals are being presented for the Committee's review and approval. These proposals will allow the Technical Colleges to be more responsive to the needs of students, businesses, and industries. Please see corresponding implementation proposals for each program following the list below. The proposals are:

1. Implementation of a Truck Driving program at TCAT Harriman-Three-Star Extension Campus (2M).
2. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Liberty Creek High School (2N)
3. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville main campus.
4. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Wilson County Campus (ZM).
5. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Tri County Extension Campus (AC).

6. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Gallatin High School (2A).
7. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Gordonsville High School (2D).
8. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Smith County High School (2E).
9. Implementation of a Metal Working Technology dual enrollment program at TCAT Hartsville- Westmoreland High School (2C).
10. Implementation of a Truck Driving program at TCAT Hartsville-Wilson County campus (ZM).
11. Implementation of a Digital Agronomy program at TCAT Jackson-Whiteville location (2S).
12. Replicate the existing Patient Care Technology/Medical Assisting program at TCAT Jackson-Humboldt Higher Education Instructional Service Center (2J).
13. Implementation of a Pipefitting and Plumbing Technology program at TCAT Jackson-Humboldt Higher Education Instructional Service Center (2J).
14. Implementation of a Digital Graphic Design Technology dual enrollment program at TCAT Livingston- Cookeville High School location (2C).
15. Duplicate the existing of Computer Information Technology to include part-time evening program at TCAT McMinnville main campus.
16. Duplicate the existing of Industrial Electricity to include a part-time evening program at TCAT McMinnville main campus.
17. Relocate the existing of Industrial Maintenance program from the TCAT McMinnville-Manchester Instructional Service Center to the Coffee County Instructional Service Center (pending THEC site code approval).
18. Duplicate the existing of Machine Tool Technology to include an evening program at TCAT McMinnville main campus.
19. Replication of an existing Automotive Technology program to offer an adult evening program at TCAT Memphis- Collierville Instructional Service Center (pending THEC site code approval).
20. Replication of an existing Welding Technology program to offer an adult evening program at TCAT Memphis- Collierville Instructional Service Center (pending THEC site code approval).

approval).

21. Implementation of an Industrial Electrical Maintenance-Mechatronics program at TCAT Nashville-Springfield campus (2A).
22. Implementation of Building Construction Technology program at TCAT Newbern main campus.
23. Implementation of Culinary Arts program at TCAT Oneida/Huntsville -Morgan County Correctional Complex (2C).
24. Implementation of Culinary Arts evening program at TCAT Oneida/Huntsville - Morgan County Career and Technical Center (2A).
25. Duplicate the existing Practical Nursing program and offer in the evening at TCAT Oneida/Huntsville campus.
26. Duplicate the existing Practical Nursing program and offer in the evening at TCAT Oneida/Huntsville - York Institute Instructional Service Center (AB).
27. Duplicate the existing Truck Driving program and offer in the evening at TCAT Oneida/Huntsville - Morgan County Regional Complex (2C).
28. Duplicate the existing Digital Agronomy program at TCAT Ripley- Bells Campus (2C).
29. Duplicate the existing Welding Technology program at and offer in the evening at TCAT Ripley- Ripley Instructional Service Center (pending THEC site code approval).

Distance Education Delivery

In the event of an emergency, TCATs seek approval to provide program instruction flexibility through a Council on Occupational Education (COE) for permanent traditional distance education or traditional/hybrid. The Office of Academic Affairs recommends approval for the following two-hundred and five (205) proposals:

1. Administrative Office Technology diploma program at TCAT Athens
2. Computer Electronics diploma program at TCAT Athens
3. Automotive Technology diploma program at TCAT Athens
4. Collision Repair Technology diploma program at TCAT Athens
5. Mechanical Maintenance Electrical and Instrumentation diploma program at TCAT Athens
6. Machine Tool Technology diploma program at TCAT Athens
7. Practical Nursing diploma program at TCAT Athens
8. Welding Technology diploma program at TCAT Athens
9. Administrative Office Technology diploma program at TCAT Covington
10. Automotive Technology diploma program at TCAT Covington
11. Dental Assisting Technology diploma program at TCAT Covington
12. Digital Agronomy diploma program at TCAT Covington
13. Hybrid and Electrical Vehicle diploma program at TCAT Covington
14. Heating, Ventilation, Air Conditioning/Refrigeration diploma program at TCAT Covington
15. Industrial Maintenance diploma program at TCAT Covington
16. Machine Tool Technology diploma program at TCAT Covington
17. Pharmacy Technology diploma program at TCAT Covington
18. Practical Nursing diploma program at TCAT Covington
19. Welding Technology diploma program at TCAT Covington
20. Emergency Medical Technology diploma program at TCAT Crump
21. Electrical and Plumbing Construction Technology diploma program at TCAT Crump
22. Diesel Powered Equipment Technology diploma program at TCAT Crump
23. Heavy Equipment Technology diploma program at TCAT Crump
24. Practical Nursing diploma program at TCAT Crump
25. Truck Driving certificate program at TCAT Crump
26. Welding Technology diploma program at TCAT Crump
27. Computer Information Technology diploma program at TCAT Dickson
28. Computer Information Technology diploma program at TCAT Elizabethton
29. Administrative Office Technology diploma program at TCAT Harriman
30. Automotive Technology diploma program at TCAT Harriman
31. Building Construction Technology diploma program at TCAT Harriman
32. Certified Nursing Assistant certificate program at TCAT Harriman
33. Cosmetology diploma program at TCAT Harriman
34. Diesel Powered Equipment Technology diploma program at TCAT Harriman
35. Industrial Maintenance Repair diploma program at TCAT Harriman
36. Machine Tool Technology diploma program at TCAT Harriman
37. Medical Office Assistant diploma program at TCAT Harriman
38. Practical Nursing diploma program at TCAT Harriman
39. Residential/Commercial/Industrial Electricity diploma program at TCAT Harriman

40. Welding Technology diploma program at TCAT Harriman
41. Administrative Office Technology diploma program at TCAT Hartsville
42. Advanced Manufacturing Technology diploma program at TCAT Hartsville
43. Automotive Technology diploma program at TCAT Hartsville
44. Computer Information Technology diploma program at TCAT Hartsville
45. Heating, Ventilation, Air Conditioning and Refrigeration Technology diploma program at TCAT Hartsville
46. Industrial Maintenance/Mechatronics diploma program at TCAT Hartsville
47. Machine Tool Technology diploma program at TCAT Hartsville
48. Nursing Aide certificate program at TCAT Hartsville
49. Patient Care Technician certificate program at TCAT Hartsville
50. Practical Nursing diploma program at TCAT Hartsville
51. Welding Technology diploma program at TCAT Hartsville
52. Forestry and Ag Technology diploma program at TCAT Hohenwald
53. Power Sports Technology diploma program at TCAT Hohenwald
54. Administrative Office Technology diploma program at TCAT Jacksboro
55. Automotive Technology diploma program at TCAT Jackson
56. Collision Repair Technology diploma program at TCAT Jackson
57. Computer Aided Design Technology diploma program at TCAT Jackson
58. Computer Information Systems diploma program at TCAT Jackson
59. Computer Information Technology diploma program at TCAT Jackson
60. Electrician Apprenticeship diploma program at TCAT Jackson
61. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Jackson
62. Health Information Management diploma program at TCAT Jackson
63. Industrial Electricity diploma program at TCAT Jackson
64. Industrial Maintenance diploma program at TCAT Jackson
65. Industrial Maintenance Integrated Automation diploma program at TCAT Jackson
66. Machine Tool Technology diploma program at TCAT Jackson
67. Patient Care Technology/Medical Assisting diploma program at TCAT Jackson
68. Practical Nursing diploma program at TCAT Jackson
69. Surgical Technology diploma program at TCAT Jackson
70. Tool and Die Machining diploma program at TCAT Jackson
71. Truck Driving certificate program at TCAT Jackson
72. Welding Technology diploma program at TCAT Jackson
73. Automotive Technology diploma program at TCAT Knoxville
74. Diesel Powered Equipment Technology diploma program at TCAT Knoxville
75. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Knoxville
76. Industrial Maintenance/Mechatronics diploma program at TCAT Knoxville
77. Nursing Aide certificate program at TCAT Knoxville
78. Power Line Construction and Maintenance certificate program at TCAT Knoxville
79. Welding Technology diploma program at TCAT Knoxville
80. Injection Molding Technology diploma program at TCAT Livingston
81. Administrative Office Technology diploma program at TCAT McKenzie
82. Automotive Technology diploma program at TCAT McKenzie
83. Heating, Ventilation, Air Conditioning/Refrigeration diploma program at TCAT McKenzie

84. Industrial Maintenance/Integration Automation Technology diploma program at TCAT McKenzie
85. Information Technology Systems Management diploma program at TCAT McKenzie
86. Machine Tool Technology diploma program at TCAT McKenzie
87. Major Appliance Repair diploma program at TCAT McKenzie
88. Welding Technology diploma program at TCAT McKenzie
89. Automotive Technology diploma program at TCAT McMinnville
90. Building Construction Technology diploma program at TCAT McMinnville
91. Computer Information Technology diploma program at TCAT McMinnville
92. Cosmetology diploma program at TCAT McMinnville
93. Industrial Electricity diploma program at TCAT McMinnville
94. Industrial Maintenance diploma program at TCAT McMinnville
95. Machine Tool Technology diploma program at TCAT McMinnville
96. Practical Nursing diploma program at TCAT McMinnville
97. Welding Technology diploma program at TCAT McMinnville
98. Administrative Office Technology diploma program at TCAT Morristown
99. Automotive Technology diploma program at TCAT Morristown
100. Aviation Maintenance Technology diploma program at TCAT Morristown
101. Building Construction Technology diploma program at TCAT Morristown
102. Collision Repair Technology diploma program at TCAT Morristown
103. Computer Aided Design Technology diploma program at TCAT Morristown
104. Computer Information Technology diploma program at TCAT Morristown
105. Cosmetology diploma program at TCAT Morristown
106. Digital Graphic Design diploma program at TCAT Morristown
107. Heating, Ventilation, Air Conditioning, and Refrigeration diploma program at TCAT Morristown
108. Industrial Electricity diploma program at TCAT Morristown
109. Industrial Maintenance diploma program at TCAT Morristown
110. Machine Tool Technology diploma program at TCAT Morristown
111. Pipefitting and Plumbing Technology diploma program at TCAT Morristown
112. Practical Nursing diploma program at TCAT Morristown
113. Welding Technology diploma program at TCAT Morristown
114. Aesthetics Technology certificate program at TCAT Murfreesboro
115. Automotive Service Technology diploma program at TCAT Murfreesboro
116. Cosmetology Instructor Training certificate program at TCAT Murfreesboro
117. Emergency Medical Technology certificate program at TCAT Murfreesboro
118. Information Technology diploma program at TCAT Murfreesboro
119. Manicuring certificate program at TCAT Murfreesboro
120. Nursing Aide certificate program at TCAT Murfreesboro
121. Welding Technology diploma program at TCAT Murfreesboro
122. Advanced Manufacturing diploma program at TCAT Nashville
123. Aesthetics Technology certificate program at TCAT Nashville
124. Automotive Technology diploma program at TCAT Nashville
125. Aviation Maintenance Technology diploma program at TCAT Nashville
126. Building Construction Technology diploma program at TCAT Nashville
127. Collision Repair Technology diploma program at TCAT Nashville
128. Computer Aided Design Technology diploma program at TCAT Nashville
129. Cosmetology diploma program at TCAT Nashville
130. Diesel Powered Equipment Technology diploma program at TCAT Nashville

131. Early Childhood Education diploma program at TCAT Nashville
132. Heating, Ventilation, Air Conditioning, and Refrigeration diploma program at TCAT Nashville
133. Machine Tool Technology diploma program at TCAT Nashville
134. Practical Nursing diploma program at TCAT Nashville
135. Welding Technology diploma program at TCAT Nashville
136. Building Construction Technology diploma program at TCAT Newbern
137. Heating, Ventilation, Air conditioning and Refrigeration diploma program at TCAT Newbern
138. Practical Nursing diploma program at TCAT Newbern
139. Trucking Driving certificate program at TCAT Newbern
140. Administrative Office Technology diploma program at TCAT Oneida/Huntsville
141. Automotive Technology diploma program at TCAT Oneida/Huntsville
142. Building Construction Technology diploma program at TCAT Oneida/Huntsville
143. Collision Repair Technology diploma program at TCAT Oneida/Huntsville
144. Computer Information Technology diploma program at TCAT Oneida/Huntsville
145. Cosmetology diploma program at TCAT Oneida/Huntsville
146. Diesel-Powered Equipment Technology diploma program at TCAT Oneida/Huntsville
147. Emergency Medical Technology certificate program at TCAT Oneida/Huntsville
148. Farming Operations Technology diploma program at TCAT Oneida/Huntsville
149. Industrial Maintenance-Mechatronics diploma program at TCAT Oneida/Huntsville
150. Machine Tool Technology diploma program at TCAT Oneida/Huntsville
151. Nursing Aide certificate program at TCAT Oneida/Huntsville
152. Pharmacy Technology diploma program at TCAT Oneida/Huntsville
153. Power Line Construction and Maintenance certificate program at TCAT Oneida/Huntsville
154. Practical Nursing diploma program at TCAT Oneida/Huntsville
155. Truck Driving certificate program at TCAT Oneida/Huntsville
156. Welding Technology diploma program at TCAT Oneida/Huntsville
157. Administrative Office Technology diploma program at TCAT Paris
158. Collision Repair Technology diploma program at TCAT Paris
159. Cosmetology diploma program at TCAT Paris
160. Health Information Management Technology diploma program at TCAT Paris
161. Industrial Maintenance/Integration Automation Technology diploma program at TCAT Paris
162. Information Technology Systems Management diploma program at TCAT Paris
163. Machine Tool Technology diploma program at TCAT Paris
164. Motorcycle/ATV Repair diploma program at TCAT Paris
165. Outdoor Power Equipment diploma program at TCAT Paris
166. Practical Nursing diploma program at TCAT Paris
167. Residential Building Maintenance diploma program at TCAT Paris
168. Welding Technology diploma program at TCAT Paris
169. Administrative Office Technology diploma program at TCAT Pulaski
170. Advanced Manufacturing Education diploma program at TCAT Pulaski
171. Building Construction Technology diploma program at TCAT Pulaski
172. CNC Machining Technology diploma program at TCAT Pulaski
173. Computer Operating Systems and Network Technology diploma program at

TCAT Pulaski

174. Electrical and Plumbing Construction Technology diploma program at TCAT Pulaski
175. Heating, Ventilation, Air Conditioning and Refrigeration diploma program at TCAT Pulaski
176. Industrial Electricity diploma program at TCAT Pulaski
177. Industrial Maintenance Technology diploma program at TCAT Pulaski
178. Patient Care Technology/Medical Assisting diploma program at TCAT Pulaski
179. Pharmacy Technology diploma program at TCAT Pulaski
180. Practical Nursing diploma program at TCAT Pulaski
181. Residential/Commercial Wiring and Plumbing diploma program at TCAT Pulaski
182. Welding Technology diploma program at TCAT Pulaski
183. Barbering diploma program at TCAT Ripley
184. Cosmetology diploma program at TCAT Ripley
185. Digital Agronomy diploma program at TCAT Ripley
186. Health Information Management Technology diploma program at TCAT Ripley
187. Industrial Electricity diploma program at TCAT Ripley
188. Industrial Maintenance diploma program at TCAT Ripley
189. Industrial Maintenance Automation diploma program at TCAT Ripley
190. Manufacturing Technology diploma program at TCAT Ripley
191. Patient Care Technology/Medical Assisting diploma program at TCAT Ripley
192. Practical Nursing diploma program at TCAT Ripley
193. Welding Technology diploma program at TCAT Ripley
194. Administrative Office Technology diploma program at TCAT Shelbyville.
195. Automotive Technology diploma program at TCAT Shelbyville.
196. Computer Aided Design Technology diploma program at TCAT Shelbyville.
197. Farming Operations Technology diploma program at TCAT Shelbyville.
198. Heating, Ventilation, Air Conditioning and Refrigeration Technology diploma program at TCAT Shelbyville.
199. Industrial Electricity diploma program at TCAT Shelbyville.
200. Industrial Maintenance Automation diploma program at TCAT Shelbyville.
201. Information Technology and Infrastructure Management diploma program at TCAT Shelbyville.
202. Machine Tool Technology diploma program at TCAT Shelbyville.
203. Practical Nursing diploma program at TCAT Shelbyville.
204. Truck Driving certificate program at TCAT Shelbyville.
205. Welding Technology diploma program at TCAT Shelbyville

Academic Actions for March 2022 Requiring Only Notification to Vice Chancellor:

Nineteen (19) academic actions were submitted by a TCAT institution to the Vice-Chancellor for approval based on section C of the TBR Policy: 2:01:02:00, requiring only notification to the Vice-Chancellor. Appropriate documentation to support the need was provided. The proposals are as follows:

College	Summary of Proposal	New Costs/Funding Source	Approval/Implementation Date
TCAT Crossville	TCAT Crossville proposes to inactivate the Production and Logistics Technology program at the main campus due to lack of enrollment.	None	Summer 2022
TCAT Jackson	TCAT Jackson proposes to inactivate the Practical Nursing program at the Whiteville (2S) location due to low enrollment and retention.	None	Summer 2022
TCAT Jackson	TCAT Jackson proposes to terminate the Pipefitting and Plumbing Technology program at the main campus and move to another location.	None	Summer 2022
TCAT Knoxville	TCAT Knoxville proposes to terminate the evening Automotive Technology program at the main campus due to low enrollment and low completion rates.	None	Spring 2023
TCAT Livingston	TCAT Livingston proposes to change the name from Building and Electrical Technology to Electrical and Plumbing Technology to align with statewide curriculum.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to inactivate the Health Science Education program (dual enrollment only) on the main campus and all high school campus locations. This program is replaced with PCT/Medical Assisting.	None	Spring 2022
TCAT Livingston	TCAT Livingston proposes to inactivate the adult Advanced Manufacturing Education program and replace with other advanced manufacturing related programs.	None	Spring 2022
TCAT McMinnville	TCAT McMinnville proposes to close the Manchester Instructional Service Center located at 1877 Volunteer Parkway, Manchester, TN 37355 due to expired lease agreement. Programs will be relocated to new location.	None	Spring 2022

TCAT Murfreesboro	TCAT Murfreesboro proposes to reduce the number of clock hours for the Emergency Medical Technology program to from 744 clock hours to 600 clock hours due to high demand.	None	Summer 2022
TCAT Murfreesboro	TCAT Murfreesboro proposes to terminate the Administrative Office Technology program due to declining enrollment and placement.	None	Summer 2022
TCAT Murfreesboro	TCAT Murfreesboro proposes to terminate the Pharmacy Technology program due to declining enrollment and placement.	None	Summer 2022
TCAT Nashville	TCAT Nashville proposes to reduce the number of clock hours in the Heating, Ventilation, Air Conditioning, & Refrigeration Apprenticeship program from 8955 clock hours to 5184 clock hours due better align with industry.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to terminate the Administrative Office Technology program at the Portland Instructional Service Center (2C) due to low enrollment.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to terminate the Cosmetology program at the TCAT Nashville Springfield (2A) campus due to continuous low enrollment.	None	Fall 2022
TCAT Nashville	TCAT Nashville proposes to reduce the number of clock hours in the Electrician Apprenticeship Training program from 8263 hours to 5184 to better align with industry.	None	Fall 2022
TCAT Newbern	TCAT Newbern proposes to increase the Truck Driving Program from 222 clock hours to 333 clock hours to include the additional endorsements.	None	Summer 2022
TCAT Oneida/Huntsville	TCAT Oneida/Huntsville proposes to reduce the program length for the Farming Operations Technology program from 1728 to 1296 clock hours to meet the industry demands in their service area.	None	Summer 2022
TCAT Ripley	TCAT Ripley proposes to inactivate the Emergency Medical Technology Program due to a lack of availability of qualified faculty to teach a part-time program in the service delivery area.	None	Spring 2022

TCAT Shelbyville	TCAT Shelbyville proposes to reduce program length for the Information Technology and Infrastructure Management program from 2160 to 1296 clock hours only at the Franklin County Extension Campus (2K).	None	Fall 2022
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PROGRAM IMPLEMENTATION PROPOSAL – 1

INSTITUTION: Tennessee College of Applied Technology
Harriman

PROPOSED PROGRAM TITLE: Truck Driving

PROPOSAL: The Tennessee College of Applied Technology
Harriman is proposing a Truck Driving program to
be offered at the Three-Star Extension Campus
(2M). The program is a 222 clock hour and awards
a Truck Driving Certificate.

PROGRAM ACCREDITATOR: Tennessee Department of Safety & Homeland
Security: CDL Division

EFFECTIVE DATE: May 2022

OBJECTIVE: This program is designed to provide the classroom
work/activities, yard driving, and road experiences
necessary to develop the skills necessary for initial
employment in the commercial trucking industry.
Students will learn to drive defensively and to abide
by all local, state, and federal regulations. The
information presented will prepare the student to
pass the written and skills portion of the commercial
driver's license (CDL) examination.

NEED: Truck Driving jobs for the TCAT-Harriman service
area are in the "highest demand" range according to
TBR's TN Education and Workforce map with the
following projections:

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	30	30
	2	30	30
	3	30	30

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$360,000
	2nd Year:	\$360,000
	3rd Year:	\$360,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$77,000
2nd Year:	0	\$77,000
3rd Year:	0	\$77,000

FISCAL RESOURCES:

Funding for the Truck Driving program will be provided from monies received through the Governor's Waitlist grant.

FACILITIES:

The Truck Driving program will be offered at the pre-existing Three-Star Extension campus.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 2

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Liberty Creek High School (2N), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS:

YEAR	COST
1st Year:	\$363,500*
2nd Year:	\$88,000
3rd Year:	\$91,000

* Includes equipment to furnish new shop/lab.

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
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1st Year:	1	\$75,000
2nd Year:	1	\$77,500
3rd Year:	1	\$80,000

FISCAL RESOURCES:

Faculty funding will be externally provided by Sumner County Schools for Liberty Creek High School. Equipment funding is externally provided by GIVE 2.0.

FACILITIES:

In partnership with the local schools' systems, classroom & shop space will be utilized in the local high schools.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 3

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville main campus, which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Current faculty budget and equipment will be utilized.

FACILITIES:

Existing facilities at the TCAT Hartsville campus will be utilized.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 4

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Wilson County Campus (ZM), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Current faculty budget and equipment will be utilized.

FACILITIES:

Existing facilities at the TCAT Hartsville - Wilson County Campus will be utilized.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 5

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Tri-County Extension Campus (AC), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES:

Current faculty budget and equipment will be utilized.

FACILITIES:

Existing facilities at the TCAT Hartsville - Tri-County Extension Campus will be utilized.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 6

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Gallatin High School (2A), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

NEW FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Faculty funding will be provided by funds from the dual enrollment grant. Equipment will be provided

by Sumner County Schools.

FACILITIES:

In partnership with the local schools systems, classroom & shop space will be utilized in the local high schools.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 7

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Gordonsville High School (2D), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

NEW FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Faculty funding will be provided by funds from the dual enrollment grant. Equipment will be provided

by GIVE 1.0 funds and Smith County Schools.

FACILITIES:

In partnership with the local schools systems, classroom & shop space will be utilized in the local high schools.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 8

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Smith County High School (2E), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

NEW FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Faculty funding will be provided by funds from the dual enrollment grant. Equipment will be provided

by GIVE 1.0 funds by Smith County Schools.

FACILITIES:

In partnership with the local schools systems, classroom & shop space will be utilized in the local high schools.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 9

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Metal Working Technology

PROPOSAL: TCAT Hartsville will be implementing a new program called Metal Working Technology for dual enrollment classes only at TCAT Hartsville - Westmoreland High School (2C), which will include curriculum components of Machine Tool Technology and Welding Technology. This program will be utilized in classrooms/shops with both machining and welding equipment. The program is 864 clock hours and awards Shielded Metal Arc Welder and Entry Level Machinist Certificates.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: Metal Working Technology will provide dual enrollment students with theory and hands-on training that in basic machining and welding instruction.

NEED: As the locations that this new program will be offered have both machining and welding equipment in one classroom/shop area, we are proposing this new curriculum that will train in both areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	0
2	15	10
3	20	15

PROJECTED COSTS: Existing equipment will be utilized.

NEW FACULTY NEEDED: Existing faculty will also instruct this course.

FISCAL RESOURCES: Faculty funding will be provided by funds from the dual enrollment grant. Equipment will be provided

by Sumner County Schools.

FACILITIES:

In partnership with the local schools systems, classroom & shop space will be utilized in the local high schools.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 10

INSTITUTION: Tennessee College of Applied Technology
Hartsville

PROPOSED PROGRAM TITLE: Truck Driving

PROPOSAL: TCAT Hartsville proposes to implement a Truck Driving program in at the Wilson County Campus (ZM). The program is 222 clock hours and awards a Truck Driving Certificate.

PROGRAM ACCREDITATOR: Tennessee Department of Safety & Homeland Security: CDL Division

EFFECTIVE DATE: Fall 2022

OBJECTIVE: The Truck Driving program is designed to provide classroom work, yard and road driving experiences. Students are taught to drive defensively and gain the knowledge necessary to operate the vehicle as well as abide by all local, state and federal regulations. Students will be prepared for both the written and skills portions of the commercial driver's license (CDL) examination.

NEED: Truck Driving jobs for the TCAT Hartsville service area are in the high demand range according to TBR's TN Education & Workforce map.

Projected Avg Annual Jobs Openings: 2,695

Projected Ratio of Graduates to Jobs: 0.07

Projected Annual Job Growth Rate: 1.2%

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	20	20
2	30	30
3	30	30

PROJECTED COSTS:

YEAR	COST
1st Year:	\$200,000
2nd Year:	\$75,0000
3rd Year:	\$80,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$45,000
2nd Year:	0	\$50,000
3rd Year:	0	\$50,000

FISCAL RESOURCES:

Funding is anticipated to be externally provided in partnership with TBR and Wilson County government.

FACILITIES:

The space will be provided by TCAT Hartsville at the Wilson County Campus (ZM).

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 11

INSTITUTION:	Tennessee College of Applied Technology Jackson
PROPOSED PROGRAM TITLE:	Digital Agronomy
PROPOSAL:	TCAT Jackson proposes starting a Digital Agronomy program at the Whiteville campus (2S). The program length is 1296 clock hours and will award a Digital Agronomy Assistant Diploma.
PROGRAM ACCREDITATOR:	N/A
EFFECTIVE DATE:	Fall 2022
OBJECTIVE:	<ol style="list-style-type: none">1. Develop, implement, and recommend a range of regenerative practices and strategies, accounting for a farmer's goals and gaps;2. Use the latest ag tech and systems (e.g., equipment, drones, sensors, monitors, IoT) - and the data that they provide - to make informed decisions and recommendations to growers; Visualize what success looks like in a farm and collect, read, analyze, and present data from multiple sources (e.g., individual observations, robust datasets) to effect the desired change in farms (e.g., developing cropping and livestock practices, building payment model to incentivize growers to adopt carbon sequestration);3. Utilize creative problem-solving skills and sound judgement to develop and implement effective solutions, even if unconventional;4. Drive a project towards success through development of work plans, time management, and collaboration with a range of individuals (e.g., clients, supervisors, team members).5. Demonstrate strong management practices required to run their own small business.
NEED:	Tennessee's agriculture accounts for over 10 percent of the state's economy and generates \$74.8 billion in output, which is an increase of 4.6 billion in less than 5 years. About 349,000 Tennesseans are employed in agriculture. Industry partners like Carlton Farms

and Booth Farms wrote letters of support stressing the need for skilled workers that cater to the new technological advances in the agriculture field.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	15	12
	2	25	22
	3	35	28

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$125,000
	2nd Year:	\$100,000
	3rd Year:	\$100,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$50,000
	2nd Year:	0	\$52,000
	3rd Year:	0	\$54,000

FISCAL RESOURCES: The first two years of salary and the purchase of equipment will be funded by a Department of Education Innovative Schools Grant that TCAT Jackson is a partner with Hardeman County School System and University of Tennessee in. After two years the program will be funded through tuition and possible grants.

FACILITIES: TCAT Jackson has existing space that can be used at its Whiteville Branch campus. Long range plans call for moving the program to Lone Oak Farms. a working/research farm owned by the University of Tennessee.

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 12

INSTITUTION: Tennessee College of Applied Technology Jackson

PROPOSED PROGRAM TITLE: Patient Care Technology/Medical Assisting

PROPOSAL: TCAT Jackson proposes to replicate the existing Patient Care Technology/Medical Assisting at the Humboldt Higher Education Instructional Service Center (2J) campus. The program is 1296 clock hours and awards a Medical Assistant Diploma.

PROGRAM ACCREDITOR: N/A

EFFECTIVE DATE: Spring 2023

NEED: West Tennessee Healthcare (West Tennessee's largest employer) has asked for this replication of the program and has agreed to provide classroom and clinical space as well instruction assistance from their Nursing Education department.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	15	13
	2	20	18
	3	25	22

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$75,000
	2nd Year:	\$75,000
	3rd Year:	\$75,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$50,000
	2nd Year:	0	\$50,000
	3rd Year:	0	\$50,000

FISCAL RESOURCES: Salary will be funded through tuition. Other program costs will be minimal due to West Tennessee Healthcare providing space and equipment.

FACILITIES:

Classroom and lab space will be provided at Jackson-Madison County General Hospital by West Tennessee Healthcare. There will be no charge to use this space.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –13

INSTITUTION: Tennessee College of Applied Technology Jackson

PROPOSED PROGRAM TITLE: Pipefitting and Plumbing Technology

PROPOSAL: The objectives of the Pipefitting and Plumbing Technology program at the Humboldt Higher Education Instructional Service Center (2J) campus. The program is 1296 clock hours and awards a Pipefitting and Plumbing Diploma.

PROGRAM ACCREDITATOR: NCCER

EFFECTIVE DATE: Fall 2022

OBJECTIVE: The objectives of the Pipefitting and Plumbing Technology (PPT) program are to offer skilled training in layout, assembly, installation, and maintenance of pipe systems, pipe supports, or related hydraulic or pneumatic equipment for steam, hot water, heating, cooling, lubricating, sprinkling, or industrial production or processing systems.

NEED: Local industry employers are in full support of the program and have pledged to invest in serving in the critical occupational advisor role. They also express high demand for skilled plumbers and pipefitters.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	20	16
	2	20	16
	3	20	16

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$177,000
	2nd Year:	\$77,000
	3rd Year:	\$77,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$48,200
2nd Year:	2	\$97,400
3rd Year:	3	\$147,600

FISCAL RESOURCES:

Initial funding is provided by the governor's initiative to increase the capacity of TCATs by providing resources to expand program offerings. Successful retention and maintenance of enrollment will provide fiscal resources after the first year.

FACILITIES:

There is no additional facilities cost as the space to provide a classroom and lab already exists.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 14

INSTITUTION:	Tennessee College of Applied Technology Livingston
PROPOSED PROGRAM TITLE:	Digital Graphic Design Technology
PROPOSAL:	TCAT Livingston proposes to establish a new dual enrollment program at Cookeville High School (2C) in Digital Graphic Design Technology. The program is 1728 clock hours and awards a Digital Graphics Designer Diploma.
PROGRAM ACCREDITOR:	N/A
EFFECTIVE DATE:	Fall 2022
OBJECTIVE:	<ol style="list-style-type: none">1. Demonstrate proficiency in design principles, process, theory, history, and contemporary design practices.2. Apply the principles of color, composition, hierarchy, and typography as required for various media; i.e., digital, print, motion, and 3D.3. Demonstrate the required communication, creative, and technical skills necessary to carry a project from concept to production.4. Demonstrate the ability to apply critical thinking skills in the design process.5. Acquire and demonstrate competency in the technical skills necessary to the profession of graphic design.6. Create and present a portfolio of completed graphic design projects which showcase creativity and acquired skills in order to begin a career in graphic design profession.
NEED:	Cookeville High School has a strong Audio Visual and Broadcasting program. This dual enrollment program will allow students to expand their program of study into digital graphics. The additional skill sets will prepare them for the

workforce and make their skill set more marketable.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	15	15
	2	18	16
	3	20	20

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$15,000
	2nd Year:	\$15,000
	3rd Year:	\$15,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$48,000
	2nd Year:	0	\$48,000
	3rd Year:	0	\$48,000

FISCAL RESOURCES: The program will be funded through the use of dual enrollment and county funds.

FACILITIES: Classroom will be provided at Cookeville High School

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL – 15

INSTITUTION: Tennessee College of Applied Technology
McMinnville

PROPOSED PROGRAM TITLE: Computer Information Technology

PROPOSAL: TCAT McMinnville plans to duplicate the existing Computer Information Technology by adding a part-time evening program. This will allow students who work during the day to attend at night. The program is 2160 clock hours and awards an Information Technology Systems Coordinator Diploma.

PROGRAM ACCREDITOR: N/A

EFFECTIVE DATE: Summer 2022

NEED: TN Labor and Workforce Development lists the need for telecommunications installers and repairers to be a significant need in the Upper Cumberland area. These jobs require a postsecondary non-degree award and commanded a \$60,000 median salary in 2018.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	5	0
2	8	4
3	10	7

PROJECTED COSTS:

YEAR	COST
1st Year:	\$1,000
2nd Year:	\$1,000
3rd Year:	\$1,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$22,680
2nd Year:	0	\$22,680
3rd Year:	0	\$22,680

FISCAL RESOURCES: Institutional funds will cover both the program costs and salary. Programs costs are minimal; the evening students will use the same equipment.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –16

INSTITUTION: Tennessee College of Applied Technology
McMinnville

PROPOSED PROGRAM TITLE: Industrial Electricity

PROPOSAL: TCAT McMinnville plans to duplicate the existing Industrial Electricity by adding a part-time program in the evening. This will allow students who work during the day to attend at night. The program is 2160 clock hours and awards Industrial Electronics Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Summer 2022

NEED: Jobs4TN.gov lists the need for installation, maintenance, and repair technicians to continue to grow in the long-term. Currently, the median salary is \$42,558.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	5	0
2	8	4
3	12	7

PROJECTED COSTS:

YEAR	COST
1st Year:	\$1,000
2nd Year:	\$1,000
3rd Year:	\$1,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$16,200
2nd Year:	1	\$17,496
3rd Year:	1	\$19,440

FISCAL RESOURCES: Institutional funds will cover both the program costs and salary. Programs costs are minimal; the evening students will use the same equipment.

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –17

INSTITUTION: Tennessee College of Applied Technology
McMinnville

PROPOSED PROGRAM TITLE: Industrial Maintenance

PROPOSAL: TCAT McMinnville proposes to relocate the existing Industrial Maintenance program from the Manchester Instructional Service Center to the Coffee County Instructional Service Center. The program is 1728 clock hours and awards an Industrial Maintenance Technician Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: March 2022

NEED: This is an existing, viable program. It has been approved by COE and has an advisory board that meets regularly. Per the recent CPL report, Manchester had a 76% completion and 73% placement rate.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	36	10
2	36	22
3	36	32

PROJECTED COSTS:

YEAR	COST
1st Year:	\$27,000
2nd Year:	\$27,000
3rd Year:	\$27,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$31,000
2nd Year:	0	\$31,000
3rd Year:	0	\$31,000

FISCAL RESOURCES: TCAT McMinnville is currently operating these programs. The only additional costs after the move

will be utilities that can be covered from institutional funds.

FACILITIES:

TBR has agreed to provide up to \$250,000 in facilities upgrades to ensure the facility is ready for instruction. The Tennessee Department of Human Services is willing to allow us to use part of their leased space from Coffee County, and Coffee County is providing our space lease-free.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –18

INSTITUTION: Tennessee College of Applied Technology
McMinnville

PROPOSED PROGRAM TITLE: Machine Tool Technology

PROPOSAL: TCAT McMinnville plans to duplicate the existing Machine Tool Technology to add a program in the evening. This will allow students who work during the day to attend part-time at night. The program is 1728 clock hours and awards a Machinist I Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Summer 2022

NEED: Jobs4TN.gov lists the need for installation, maintenance, and repair technicians to continue to grow in the long-term. Currently, the median salary is \$42,558.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	5	0
2	8	4
3	12	8

PROJECTED COSTS:

YEAR	COST
1st Year:	\$1,000
2nd Year:	\$1,250
3rd Year:	\$1,500

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$16,200
2nd Year:	1	\$17,496
3rd Year:	1	\$19,440

FISCAL RESOURCES: Institutional funds will cover both the program costs and salary. Programs costs are minimal; the evening students will use the same equipment.

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –19

INSTITUTION: Tennessee College of Applied Technology
Memphis

PROPOSED PROGRAM TITLE: Automotive Technology

PROPOSAL: TCAT Memphis proposes to replicate an existing Automotive Technology program and offer an adult, evening program at Collierville Instructional Service Center (pending THEC site code approval). The address location is 11605 Shelby Dr., Collierville, TN 38017. The program is 2160 clock hours and awards an Automotive Technician Diploma.

PROGRAM ACCREDITATOR: ASE

EFFECTIVE DATE: Spring 2023

OBJECTIVE: 1. Train students for entry into the automotive repair field.
2. Prepare students to take the ASE certification exams.
3. Encourage professional and ethical behavior to ensure success in a wide range of endeavors.

NEED: TCAT Memphis will provide a letter of support from Collierville HS, community leaders, and the results of a needs assessment survey.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	25	20
	2	25	20
	3	25	20

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$50,000
	2nd Year:	\$50,000
	3rd Year:	\$50,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$50,000
	2nd Year:	0	\$50,000

3rd Year: 0 \$50,000

FISCAL RESOURCES:

TCAT Memphis and CHS will establish an agreement regarding costs affiliated with the program.

FACILITIES:

TCAT Memphis will use existing classroom space and equipment at Collierville HS.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –20

INSTITUTION: Tennessee College of Applied Technology
Memphis

PROPOSED PROGRAM TITLE: Welding Technology

PROPOSAL: TCAT Memphis proposes to replicate an existing Welding Technology program to offer an adult, evening program at Collierville Instructional Service Center (pending THEC site code approval). The address location is 11605 Shelby Dr., Collierville, TN 38017. The program is 1296 clock hours and awards a Combination Welder Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Spring 2023

OBJECTIVE: Students will attain the needed knowledge of skills and theory to obtain entry-level job performance in the welding/cutting industry.

NEED: TCAT Memphis will provide a letter from Collierville HS, community leaders, and the results of a needs assessment survey.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	25	20
	2	25	20
	3	25	20

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$50,000
	2nd Year:	\$50,000
	3rd Year:	\$50,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$50,000
	2nd Year:	0	\$50,000
	3rd Year:	0	\$50,000

FISCAL RESOURCES:

TCAT Memphis and CHS will establish an agreement regarding costs affiliated with the program

FACILITIES:

TCAT Memphis will use existing classroom space and equipment at Collierville HS.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –21

INSTITUTION:	Tennessee College of Applied Technology Nashville
PROPOSED PROGRAM TITLE:	Industrial Electrical Maintenance- Mechatronics
PROPOSAL:	Tennessee College of Applied Technology Nashville proposes to implement Industrial Electrical Maintenance- Mechatronics program at the Springfield Campus (2A). The program is 1728 clock hours and awards an Industrial Maintenance Technician Diploma.
PROGRAM ACCREDITATOR:	N/A
EFFECTIVE DATE:	Fall 2022
OBJECTIVE:	<p>The Industrial Electrical Maintenance program is to provide diversified maintenance training to students to meet the occupational needs of prospective employers in our community.</p> <p>This course will provide a thorough understanding of the methods of diagnosing, troubleshooting, and repairing industrial equipment. Each unit of study is approached by starting with the basic theory involved. Students receive actual experience on equipment with factory-approved methods of repairing and maintaining them.</p> <p>Students receive individual instruction and learn the use of tools, special equipment, technical manuals, circuit analysis, service specifications, diagnosis, and repair. Students are trained in disassembly, repair, and reassembly of hydraulic, pneumatic, mechanical, and electrical systems on industrial equipment.</p> <p>Students can progress into the Mechatronics curriculum which incorporates advanced studies and troubleshooting in electronics, fluid power, motor controls, PLCs, robotics, and mechatronics manufacturing.</p>
NEED:	Overall employment of industrial machinery mechanics, machinery maintenance workers, and millwrights is projected to grow 13 percent from 2019 to 2029, much faster than the average for all

occupations. Employment growth will vary by occupation.

The continuing adoption of automated manufacturing machinery will require more maintenance workers, mechanics, and millwrights to keep machines in good working order over the next decade. The use of automated conveyors to move products and materials in factories is an area of high demand for these workers, because the conveyor belts, motors, and rollers need regular care and maintenance.

Job prospects will be good, particularly for applicants with a broad range of skills in machine repair as older workers retire or otherwise leave the occupation.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	15	0
	2	22	12
	3	25	14

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$600,000
	2nd Year:	\$5,000
	3rd Year:	\$5,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$60,000
	2nd Year:	0	\$60,000
	3rd Year:	0	\$60,000

FISCAL RESOURCES: Initial cost will be obtained through the GIVE Grant. State appropriations will be utilized to maintain the program.

FACILITIES: Current facilities will be utilized

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –22

INSTITUTION:	Tennessee College of Applied Technology Newbern
PROPOSED PROGRAM TITLE:	Building Construction Technology
PROPOSAL:	The Tennessee College of Applied Technology Newbern proposes to implement a Building Construction Technology program on the main campus. The program 2160 clock hours and awards a General Construction Diploma.
PROGRAM ACCREDITATOR:	N/A
EFFECTIVE DATE:	Fall 2022
OBJECTIVE:	<p>The Building Construction Technology Program provides the student with the fundamentals of carpentry, residential electrical wiring, residential plumbing, and block and brick laying. Instruction methods include classroom lecture, audio-visuals and extensive live work projects on actual construction projects.</p> <p>Program Outcomes:</p> <ol style="list-style-type: none">1. To develop skills, attitudes and proper working habits that will enable the student to make an intelligent entry into the building construction technology field.2. To provide opportunities for the student to learn the standards, codes, and regulations governing the phases of the general building construction field.3. To develop within the student certain ethics that will cause them to realize the importance of quality workmanship to the customer.
NEED:	The Tennessee College of Applied Technology (TCAT) Newbern, in partnership with TCAT Ripley and TCAT Covington (consortium), proposes to extend the Building Construction Trades and Maintenance Programs in Lauderdale, Dyer, Lake, Obion, Crockett, and Tipton Counties. The Building Construction and Maintenance

Vocational Consortium Project is designed to enhance and expand technical programs by creating a seamless pathway from secondary to postsecondary institutions. Accessibility is the key component to increase certificate and diploma credentialing by offering programs within the high schools in high demand/need areas. Additionally, leveraging the use of dual enrollment facilities on high school campuses for after-school hour programs for adults will help meet the goal of Drive to 55. The consortium will allow dual enrollment and adult students the opportunities to receive training and structured work-based learning with industry partners through job shadowing and mentoring, co-ops, and other experiential on-the job partnerships; The consortium's measure of success will be to train and place more certified and skilled construction and maintenance workers in the pipeline to meet the workforce demands in rural West Tennessee.

According to the THEC Academic Supply and Occupational Demand in Tennessee (2021), programs such as Construction Trades are growing at rapid rates. Construction Trades has had a compound annual growth rate of 15.6% from 2015 to 2020. Jobs4TN states construction is forecast to be the most rapidly growing sector at one percent annually, faster than the overall growth in the economy. The mean average salary was \$39,270.00 in 2019.

Overall employment of construction laborers and helpers is projected to grow 7 percent from 2020 to 2030, about as fast as the average for all occupations according to the Bureau of Labor and Statistics (BLS, 2021). About 167,800 openings for construction laborers and helpers are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire. Much of the projected employment growth in these occupations is due to recovery from the COVID-19 recession that began in 2020.

Construction laborers work in all fields of construction, and demand for laborers should mirror the level of overall construction activity. Repairing

and replacing the infrastructure, such as roads and water lines, may result in steady demand for laborers. The increased use of prefabricated components, such as panels and modular rooms that are made offsite, will create a need for laborers in some areas to assemble them onsite (BLS, 2021).

Although employment growth of specific types of construction helpers is projected to vary, overall demand is expected to be driven by the construction of homes, schools, office buildings, and factories. Information from the Tennessee Economic Growth 2020 report indicates construction grew by 5,400 jobs while manufacturing increased by 4,600 jobs.

Data published from the Tennessee Department of Labor and Workforce Development stated some of the fastest-growing construction occupations are expected to include electricians and helpers, construction equipment operators, sheet metal workers, pipe layers and helpers, brick masons and block masons and helpers, and related occupations including construction and building inspectors and elevator installers and repairers. Evidence exists that workforce shortages of key occupations include electricians and related occupations; plumbers, pipefitters, and steamfitters; cement masons and concrete finishers; and a variety of general construction occupations such as sheet metal workers. Supply/demand analysis done by the Department of Labor and Workforce Development identified construction programs of study that are expected to experience shortages of skilled labor in the next year.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	20	15
2	20	15
3	20	15

PROJECTED COSTS:

YEAR	COST
1st Year:	\$90,000
2nd Year:	\$90,000
3rd Year:	\$90,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$70,000
2nd Year:	1	\$70,000
3rd Year:	1	\$70,000

FISCAL RESOURCES:

TCAT Newbern will utilize funds from the GIVE 2.0 grant initiative to help offset program equipment and salary costs. Startup funds will also be requested for a full-time instructor.

FACILITIES:

TCAT Newbern will utilize funds from the GIVE 2.0 grant initiative to help offset program equipment and salary costs. Startup funds will also be requested for a full-time instructor.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –23

INSTITUTION: Tennessee College of Applied Technology
Oneida/Huntsville

PROPOSED PROGRAM TITLE: Culinary Arts

PROPOSAL: TCAT Oneida/Huntsville proposes to implement a new Culinary Arts program at Morgan County Correctional Complex (2C) for the justice-involved individuals. The program is 1296 clock hours and awards a Culinary Arts Technician Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: May 2022

OBJECTIVE: To allow prisoners at Morgan County Correctional Complex to earn college credit while enrolled in the Culinary Arts CTE program.

NEED: Three leading restaurants, RaeZacks, Preston’s Loft, and Grey Gables in the Scott and Morgan counties area supports the Culinary Arts program offering. All three restaurants have also committed to paid work-based learning experiences. In East TN, Jobs4TN, sites 425 job openings for Food Service Managers, and 160 job openings for Chefs and Head Cooks.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	20	15
	2	20	15
	3	20	15

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$50,000
	2nd Year:	\$0
	3rd Year:	\$0

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	0	\$0
	2nd Year:	0	\$0

3rd Year: 0 \$0

FISCAL RESOURCES:

The program is funded by grant dollars with no expenses to TCAT Oneida/Huntsville.

FACILITIES:

TCAT Oneida/Huntsville will be using existing facilities at Morgan County Correctional Complex.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –24

INSTITUTION: Tennessee College of Applied Technology
Oneida/Huntsville

PROPOSED PROGRAM TITLE: Culinary Arts

PROPOSAL: TCAT Oneida/Huntsville proposes to implement a new post-secondary Culinary Arts evening program in Morgan County Career and Technical Center (2A). The program is 1296 clock hours and awards a Culinary Arts Technician Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: September 2022

OBJECTIVE: This program will prepare students for careers as culinary professionals in a variety of hospitality businesses.

NEED: Three leading restaurants, RaeZacks, Preston’s Loft, and Grey Gables in the Scott and Morgan counties area supports the Culinary Arts program offering. All three restaurants have also committed to paid work-based learning experiences. In East TN, Jobs4TN, sites 425 job openings for Food Service Managers, and 160 job openings for Chefs and Head Cooks.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	10	8
2	15	13
3	20	16

PROJECTED COSTS:

YEAR	COST
1st Year:	\$40,000
2nd Year:	\$40,000
3rd Year:	\$40,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$40,000
2nd Year:	1	\$40,000

3rd Year: 1 \$40,000

FISCAL RESOURCES:

The GIVE 2.0 grant will be utilized to fund salaries as well as any additional equipment and supplies that will be needed for this program. Tuition and fees will also be utilized to fund program costs.

FACILITIES:

TCAT Oneida/Huntsville will use Morgan County Career and Technical Center classroom and lab space.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –25

INSTITUTION: Tennessee College of Applied Technology
Oneida/Huntsville

PROPOSED PROGRAM TITLE: Practical Nursing

PROPOSAL: TCAT Oneida/Huntsville plans to duplicate the existing Practical Nursing program to offer in the evenings. The program is 1296 clock hours and awards a Practical Nursing Diploma.

PROGRAM ACCREDITATOR: State Board of Nursing

EFFECTIVE DATE: May 2022

OBJECTIVE: TACT Oneida/Huntsville plans to expand the number of Practical Nursing graduates by adding an evening program.

NEED: There is a huge unmet need for LPNs. Covid has limited the overall size of day classes. This new evening class will allow the college to expand the number of graduates and will also allow students to attend that cannot be in a day class.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	20	15
2	20	15
3	20	15

PROJECTED COSTS:

YEAR	COST
1st Year:	\$117,000
2nd Year:	\$117,000
3rd Year:	\$117,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	2	\$117,000
2nd Year:	0	\$117,000
3rd Year:	0	\$117,000

FISCAL RESOURCES: The GIVE 2.0 Grant will be utilized to fund this program

FACILITIES:

TCAT Oneida/Huntsville will be utilizing existing Practical Nursing classroom and lab used by day classes at the Huntsville Campus.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –26

INSTITUTION: Tennessee College of Applied Technology
Oneida/Huntsville

PROPOSED PROGRAM TITLE: Practical Nursing

PROPOSAL: TCAT Oneida/Huntsville proposes to duplicate the existing Practical Nursing program and offer in the evening at the York Institute Instructional Service Center (AB). The program is 1296 clock hours and awards a Practical Nursing Diploma.

PROGRAM ACCREDITATOR: State Board of Nursing

EFFECTIVE DATE: May 2022

OBJECTIVE: The Practical Nursing program will offer educational opportunities in Fentress County that will help alleviate the Practical Nursing shortage throughout the region.

NEED: There is a huge unmet need for LPNs. Covid has limited the overall size of day classes. This new evening class will allow the college to expand the number of graduates and will also allow students to attend that cannot be in a day class.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	25	20
	2	25	20
	3	25	20

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$127,000
	2nd Year:	\$127,000
	3rd Year:	\$127,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$117,000
	2nd Year:	1	\$117,000
	3rd Year:	1	\$117,000

FISCAL RESOURCES:

The program, faculty and equipment is funded by GIVE 2.0. It will be sustained by tuition and fees. We will use \$70,000 GIVE 2.0 funding to purchase training equipment.

FACILITIES:

Facilities are furnished by York Institute at no charge.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –27

INSTITUTION: Tennessee College of Applied Technology
Oneida/Huntsville

PROPOSED PROGRAM TITLE: Truck Driving

PROPOSAL: TCAT Oneida/Huntsville plans to duplicate the existing Truck Driving program at Morgan County Regional Complex (2C). The program is 222 clock hours and awards a Truck Driving certificate.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: May 2022

OBJECTIVE: The program will allow incarcerated prisoners at Morgan County Correctional Complex to become CDL licensed Truck Drivers.

NEED: The warden at the Morgan County Correctional Complex wrote a letter to support the partnership between TCAT Oneida/Huntsville and the prison to offer incarcerated offenders truck driving training as a part of a transition program.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	24	24
2	24	24
3	24	24

PROJECTED COSTS:

YEAR	COST
1st Year:	\$175,000
2nd Year:	\$77,000
3rd Year:	\$77,000

NEW FACULTY NEEDED:

YEAR	NUMBER	COST
1st Year:	1	\$77,000
2nd Year:	1	\$77,000
3rd Year:	1	\$77,000

FISCAL RESOURCES: All costs are to be reimbursed by THEC and The Tennessee Department of Correction.

FACILITIES:

Training will occur, and space will be provided at Morgan County Correctional Complex.

ACTION REQUIRED:

Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –28

INSTITUTION: Tennessee College of Applied Technology Ripley

PROPOSED PROGRAM TITLE: Digital Agronomy

PROPOSAL: The TCAT Ripley proposes to duplicate the existing Digital Agronomy program in Fall 2022 at the Bells Instructional Service Center (2C). The program is 1296 clock hours and awards a Digital Agronomy Assistant Diploma.

PROGRAM ACCREDITATOR: N/A

EFFECTIVE DATE: Fall 2022

OBJECTIVE: The Digital Agronomy program is designed to help students articulate the difference between regenerative and traditional farming practices, explain the benefits and drawbacks of each practice, and guide a grower on when to use each method.

Students will be able to use the latest ag tech and systems (equipment, drones, sensors, and monitors) and utilize the data to make informed decisions and recommendations to growers.

NEED: Employment of agricultural and food science technicians is projected to grow 8 percent from 2020 to 2030, about as fast as the average for all occupations.

About 3,700 openings for agricultural and food science technicians are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

The Digital Agronomy program aligns with Tennessee Governor Bill Lee’s priorities for rural economic development. During his recent Rural Opportunity Summit, Governor Lee identified several priority outcomes: The #1 outcome for Education and Workforce Programs is to grow the

number of agricultural industry certifications. The #1 outcome for Recruitment & Retention of Qualified Professionals in Rural Areas is to improve coordination for ag-business recruitment. The Digital Agronomy program grew directly out of a meeting between Governor Lee and Indigo CEO David Perry in early 2019.

The Digital Agronomy program also aligns with DRA investment priorities because it helps connect people to jobs in their own rural communities. According to the TN Higher Education Commission, STEM career growth is expected to significantly outpace growth in other career areas. (THEC Supply & Demand Report, 2019, page 6.) Data provided by the Center for Economic Research in Tennessee (CERT) shows that Agronomy and Crop Science programs have doubled the number of completions over a ten year period. In 2007, 642 people completed ag science programs; by 2017, that number had jumped to 1,241 completions.

Agriculture and its associated jobs have changed drastically over the past twenty years. Farms that once employed hundreds of families, are now worked by a handful of people. Manual labor has been replaced by computer programming and GIS mapping. Agriculture is the final frontier for innovation, and nowhere is that more evident than in West Tennessee, which is fast becoming a global hub of ag innovation. The Digital Agronomy program directly supports DRA strategic investment priorities by focusing on the latest technology to bring 21st century workforce development to underserved, rural areas.

PROJECTED ENROLLMENT:

YEAR	ENROLLMENT	COMPLETERS
1	20	15
2	20	15
3	20	15

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$100,000
	2nd Year:	\$100,000
	3rd Year:	\$100,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$70,000
	2nd Year:	1	\$70,000
	3rd Year:	1	\$70,000

FISCAL RESOURCES: Start-up funds will be requested.

FACILITIES: The Tennessee College of Applied Technology Ripley plans to utilize existing classroom space at the Bells Instructional Service Center for the Digital Agronomy Program.

ACTION REQUIRED: Staff recommends approval

PROGRAM IMPLEMENTATION PROPOSAL –29

INSTITUTION:	Tennessee College of Applied Technology Ripley
PROPOSED PROGRAM TITLE:	Welding Technology
PROPOSAL:	The TCAT Ripley proposes to duplicate the existing Welding Technology program in the evening at Ripley High School (2A) for adult students. The program is 1296 clock hours and awards a Combination Welder Diploma
PROGRAM ACCREDITATOR:	N/A
EFFECTIVE DATE:	Fall 2022
OBJECTIVE:	The Welding Technology program is designed to provide the student with an opportunity to acquire the technical knowledge and hands-on skills required for employment as a combination welder. This task is accomplished through classroom instruction and practical welding exercises carried out in an industrial shop setting. Welding Processes such as Flux Cored Arc, Gas Metal Arc, Gas Tungsten Arc and Shielded Metal Arc are covered in depth. Students will attain the needed knowledge of skills and theory to obtain entry level job performance in the welding/cutting industry.
NEED:	According to BLS statistics, the median salary for welders was \$41,380 in 2018. The nation's aging infrastructure will require the expertise of welders, cutters, solderers, and brazers to help rebuild bridges, highways, and buildings. This project will add new welding programs for students in the distressed counties of Lauderdale and Lake Counties, as well as offer dual enrollment opportunities in the high schools of Lauderdale, Dyer, Obion, Crockett, and Lake Counties. The 2018 LEAP Occupational Analysis lists these programs as an in-demand occupation with high employer demand. TCAT

Covington/Ripley/Newbern's programming is aligned with these identified needs.

According to Jobs4TN Occupational Projections for Welders in LWDA 12, the annual average growth rate is 1.6 percent with projected employment of 320 to 720 jobs from 2014-2024. According to the Bureau of Labor Statistics, the employment of welders, cutters, solderers, and brazers is projected to grow 3 percent from 2019 to 2029, about as fast as the average for all occupations. The nation's aging infrastructure will require the expertise of welders, cutters, solderers, and brazers to help rebuild bridges, highways, and buildings. Per the October 2020 TN ECD LEAP Report, welders are listed as an in-demand occupation.

PROJECTED ENROLLMENT:	YEAR	ENROLLMENT	COMPLETERS
	1	20	15
	2	20	15
	3	20	15

PROJECTED COSTS:	YEAR	COST
	1st Year:	\$100,000
	2nd Year:	\$10,000
	3rd Year:	\$10,000

NEW FACULTY NEEDED:	YEAR	NUMBER	COST
	1st Year:	1	\$70,000
	2nd Year:	1	\$70,000
	3rd Year:	1	\$70,000

FISCAL RESOURCES: The costs for implementation of the Evening Welding Technology program will be funded utilizing GIVE 2.0 grant funds.

FACILITIES: The Evening Welding Technology program will be implemented at Ripley High School. Space has been identified at this location.

ACTION REQUIRED:

Staff recommends approval

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Review and Consider Criteria for the President of
Northeast State Community College

DATE: March 31, 2022

PRESENTER: Chancellor Flora W. Tydings

PRESENTATION
REQUIREMENTS: 5 minutes

ACTION REQUIRED: Roll Call Vote

STAFF
RECOMMENDATION: Recommend Approval

Amid the departure of Dr. Bethany Bullock as President of Northeast State Community College (NSCC), the Board will be asked to review and consider criteria for the next president of NSCC. After the Board's action, the selection criteria will be used to advertise the president's position in a nationwide search. Executive search firm, Academic Search, will assist the search committee in finding candidates to fill the position.

Northeast State Community College

The Tennessee Board of Regents invites applications and nominations for the position of President of Northeast State Community College. Northeast State is one of Tennessee's 13 community colleges in the College System of Tennessee, governed by 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.

Northeast State Community College (NeSCC) is a comprehensive, two-year postsecondary institution located in Blountville, Tennessee. As an Achieving the Dream college committed to student success, NeSCC meets the educational needs of the people it serves in 5 counties in northeast Tennessee. Northeast State enrolls approximately 5,500 credit seeking students each fall. The college employs 350 full-time employees, including roughly 130 full-time faculty members, and operates on a budget of roughly \$75 million.

NeSCC awards Associate of Arts (AA), Associate of Science (AS), Associate of Applied Science (AAS), and Associate of Science in Teaching (AST) degrees as well as technical and institutional certificates. Northeast provides 42 academic programs of study. Currently, 13% of NeSCC students are non-white. 55% percent of all credential-seeking students are enrolled in career preparation programs, while 45% of credential-seeking students are in programs intended for transfer to a university. About 54% of NeSCC students are enrolled full-time, and students aged 25 or older represent 29% of the population. During the fall semester of 2021, 16% of the students were dual enrolled high school students.

In addition to the main campus located in Blountville, NeSCC delivers programming at campuses in Elizabethton, Gray, Johnson City, and Kingsport, as well as selected teaching sites throughout the college's area of responsibility.

Additional information can be found at the college's website: www.northeaststate.edu. Northeast State is fully accredited by the Commission on Colleges and Schools of the Southern Association of Colleges and Schools. It has been recognized as an innovative and entrepreneurial college and is looking for a President to continue to move the college forward as a leader in higher education reform nationwide.

Preferred criteria for selection include, but are not limited to the following:

Qualifications and experience

- An earned doctorate from an accredited institution (preferred);
- A distinguished record of teaching and experience in public higher education (preferred);
- A minimum of five years 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 (preferred);
- A distinguished record of extensive senior level administrative experience in a complex business, industry, or government enterprise (preferred)

Expected criteria for selection include:

- A demonstrated commitment to serving students, faculty and staff
- An understanding of and commitment to the principles of academic freedom, tenure, and shared governance;
- 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;
- A demonstrated commitment to diversity and inclusion as core values that enhance the educational process;
- A demonstrated commitment to affirmative action, and equal opportunity;

- A demonstrated strength in human relations, communications, planning, financial management, budgeting, and organizational skills to lead and inspire internal and external constituencies of the college;
- Demonstrated ability of being able to lead an institution that is comprised of diverse campuses that meet specific needs in the communities served, recognizing the educational requirements in each community and aligning resources and support to achieve those needs;
- A demonstrated background with and understanding of and commitment to private fundraising;
- An understanding of regional workforce education and training needs and how to strategically position Northeast State in a highly competitive post-secondary education marketplace;
- An understanding of and commitment to the role of Northeast State as a part of a higher education system;
- An understanding of the needs and concerns of the public and private constituencies of the college, as well as of the college community, including students, faculty and staff, alumni, and other college supporters;

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 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 in TBD 2022 and it is anticipated that the President will be selected prior to September 1, 2022.

Applications and letters of nomination should be submitted to:

Academic Search, Inc.

Senior Consultant Dr. Gwendolyn G. Joseph Gwen.Joseph@academicsearch.org (281) 889-9299
or Consultant Disa Mason Disa.Mason@academicsearch.org

BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	Northeast State Community College Strategic Plan
DATE:	March 31, 2022
PRESENTER:	Executive Vice Chancellor Russ Deaton
PRESENTATION REQUIREMENT:	5 minutes with discussion
ACTION REQUIRED:	Roll Call Vote
STAFF'S RECOMMENDATION:	Recommend Approval

To meet TBR and SACSCOC expectations, each community college periodically brings its Strategic Plan and mission statement to the Board for review and approval. Now that the Board has approved the TBR Strategic Plan at the June 2021 meeting, it is in effect and functions as a guide and a foundational document for individual college strategic plans. No college is required to emulate its precise structure or the specific pillars and themes, though each college plan should establish clear linkages with relevant elements of the TBR Strategic Plan. Further, it is expected that college strategic plans should extend the ideas set forth in the TBR Strategic Plan to be more specific and actionable as colleges see fit in the course of pursuing their local and regional mission. Colleges can identify additional ideas and pursuits as foundational to its mission, as long as they are philosophically consistent with the TBR Strategic Plan.

Northeast State Community College has engaged campus and community constituencies to develop its revised 2015-25 strategic plan around four broad themes of student access, student success, program quality, and college accountability. Interim President Connie Marshall and Vice President for Institutional Excellence and Student Success Susan Graybeal presented the plan recently to Chancellor Tydings and staff for a discussion, and TBR staff recommend it for approval. Northeast State Community College also brings forth a revised mission statement that can be found in the supporting documents.

Therefore, staff recommend that the Board approve the Northeast State Community College Strategic Plan, as well as its Mission Statement.



STRATEGIC GOALS AND OBJECTIVES



Open Access



Completion



Community & Workforce Development

*NeSCC-Specific Initiative / Investment Priority

Goal 1. Increase accessibility to educational and public service programs

- 1.1. Increase overall headcount and full-time equivalent enrollment
- 1.2. Increase dual enrollment headcount and full-time equivalent enrollment
- 1.3. Meet or exceed the race/ethnicity demographics of Northeast State's service area
- 1.4. Develop additional course, program, and customized training offerings to respond to emerging markets and trends



Academic Mindset.....			
Achieving the Dream.....			
Co-requisite Learning Support, Placement, & Remediation			
Customer Relationship Management Software* (Recruitment)			
EPSOs.....			
Expanded Marketing Investments*			
Gateway Course Academy			
Prison Project			
SAILS			
Strategic Enrollment Management			
TN Promise.....			
TN Reconnect			
TN Reverse Transfer			
TN Transfer Pathways			
We All Rise			
Workforce Development Training*			

Goal 2. Promote student success through enhanced retention, graduation, and career-development efforts

- 2.1. Increase student retention as demonstrated by student progression to select credit-hour benchmarks
- 2.2. Increase graduation rates
- 2.3. Increase the number of credentials awarded to include associate degrees and certificates
- 2.4. Increase the total awards per full-time equivalent (FTE) student



Achieving the Dream			
Advising Academy			
Competency Based Education			
Customer Relationship Management Software* (Case Management)			
Expanded Marketing Investments*			
Prison Project			
Programmatic Expansion*			
Re-imagining General Education			
SAILS			
Strategic Enrollment Management			
Student Engagement, Retention, and Success Grants			
Student Equity Project*			
TN Open Education			
TN Reverse Transfer			
TN Transfer Pathways			
Transfer Liaisons*			
We All Rise			

VISION

Northeast State shall be a premier learning-centered institution whose students and graduates will be among the best-prepared individuals to meet current and emerging needs.

MISSION

Northeast State is an open-access, public, comprehensive community college that advances lifelong learning and strengthens the economic and social/cultural aspects of the community. To facilitate teaching, learning, service, and student success, the College provides innovative, high-quality, and relevant associate, certificate, and career-focused educational programs and services. Programming and comprehensive support services are offered through varied delivery systems and at multiple campuses throughout its primary service area of Carter, Johnson, Sullivan, Unicoi, and Washington Counties. Within all aspects of its operations, Northeast State serves the public's interest through the judicious use of fiscal, human, and physical resources and through the provision of safe and secure campuses.



STRATEGIC GOALS AND OBJECTIVES



Open Access



Completion



Community & Workforce Development

*NeSCC-Specific Initiative / Investment Priority

Goal 3. Provide quality programs and services that are recognized for excellence

- 3.1. Increase the percentage of students enrolled in high impact practice courses
- 3.2. Maintain or improve the number of creditable programs that are accredited or seeking accreditation
- 3.3. Achieve a satisfactory aggregate score on program reviews/academic audits for all non-creditable programs
- 3.4. Each full-time faculty member shall participate in a minimum of four professional development opportunities annually
- 3.5. Maintain or improve licensure and certification pass rates and performance on



Achieving the Dream.....			
Analytics Software for New Program Insights*			
Apprenticeship Program			
Art Studio Development*			
Bear Den Success Centers*			
Community Center at Gray*.....			
Center for Teaching and Learning*			
Culture of Service Excellence Staff Professional Development Program*			
e-Sports*.....			
High Impact Practices			
Lactation Rooms*.....			
Maxine Smith Fellows.....			
Multicultural Center*.....			
Point of Contact Project*			
TBR Warranty Program			

Goal 4. Demonstrate institutional accountability, resourcefulness, and efficiency through the continuous assessment, planning, and implementation process

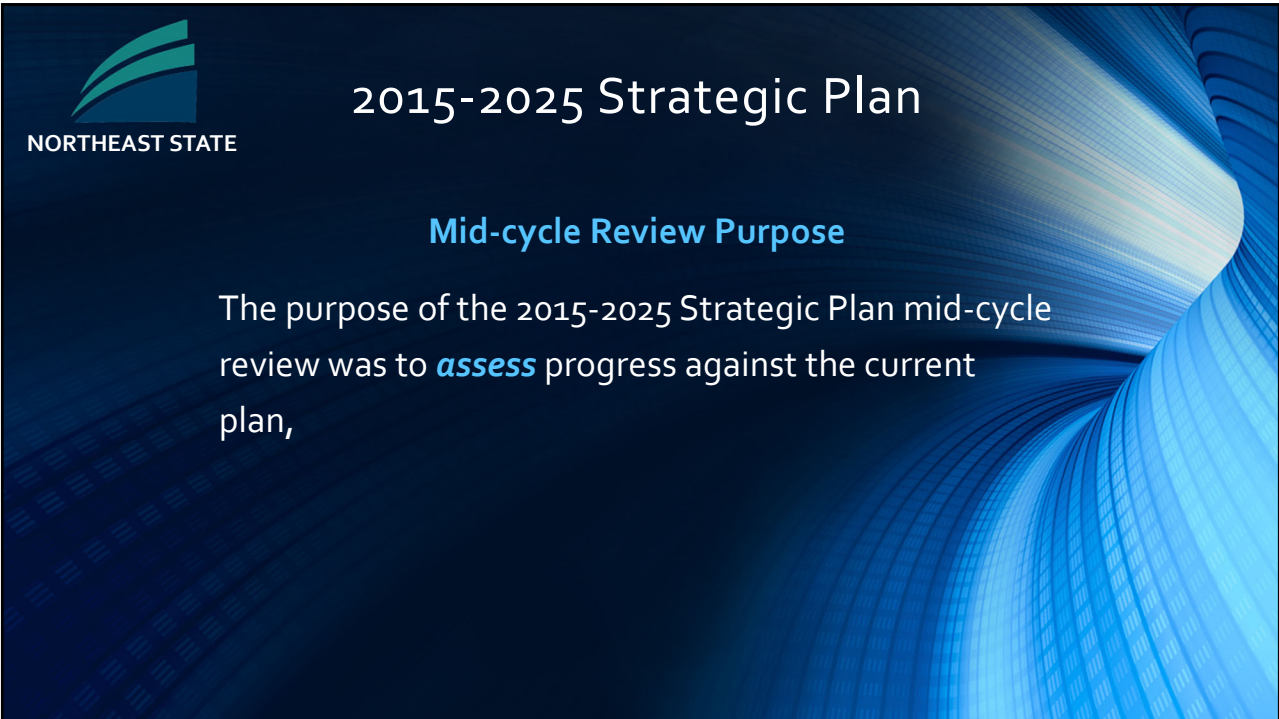
- 4.1. Demonstrate institutional accountability, resourcefulness, revenue diversification, and efficiency through the continuous assessment, planning, and implementation process
- 4.2. Monitor the composite financial index score and its corresponding ratios that are within our control
- 4.3. Develop and implement fundamental, discrete cost center elements, disaggregated by academic discipline, toward an overall instructional-focused cost center management system
- 4.4. Increase the post-award progression of graduates, to include transfer and job placement rates



Analysis of Labor Supply and Demand Data			
Analytics Software for New Program Insights*			
Building Renovations*			
Compensation Study*			
Customer Relationship Management Software* (Recruitment and Case Management)			
Discrete Cost Centers*			
Economic Impact Studies			
Expanded Marketing Investments*			
Facilities Master Planning*			
Improved Campus Wi-Fi*			
Network Monitoring Software*			
Strategic Advancement			
TN Transfer Pathways			
Transfer Liaisons*			
Workforce Development Training*			



1



2



2015-2025 Strategic Plan

Mid-cycle Review Purpose

The purpose of the 2015-2025 Strategic Plan mid-cycle review was to **assess** progress against the current plan, **aspire** to new heights through broad-based discussions, and

3



2015-2025 Strategic Plan

Mid-cycle Review Purpose

The purpose of the 2015-2025 Strategic Plan mid-cycle review was to **assess** progress against the current plan, **aspire** to new heights through broad-based discussions, and **advance** new achievements through the refinement of the plan's objectives and the establishment of new or revised strategic priorities.

4



5

































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2015-2025 Strategic Plan

STRATEGIC GOALS AND OBJECTIVES

Goal 1. Increase accessibility to educational and public service programs

- 1.1. Increase overall headcount and full-time equivalent enrollment
- 1.2. Increase dual enrollment headcount and full-time equivalent enrollment
- 1.3. Meet or exceed the race/ethnicity demographics of Northeast State's service area
- 1.4. Develop additional course, program, and customized training offerings to respond to emerging markets and trends





































	 Open Access	 Completion	 Community & Workforce Development	 *NeSCC-Specific Initiative / Investment Priority
Academic Mindset.....				
Achieving the Dream.....				
Co-requisite Learning Support, Placement, & Remediation				
Customer Relationship Management Software* (Recruitment)				
EPSOs.....				
Expanded Marketing Investments*				
Gateway Course Academy				
Prison Project				
SAILS				
Strategic Enrollment Management				
TN Promise.....				
TN Reconnect				
TN Reverse Transfer				
TN Transfer Pathways				
We All Rise				
Workforce Development Training*				

7

2015-2025 Strategic Plan

Goal 2. Promote student success through enhanced retention, graduation, and career-development efforts

- 2.1. Increase student retention as demonstrated by student progression to select credit-hour benchmarks
- 2.2. Increase graduation rates
- 2.3. Increase the number of credentials awarded to include associate degrees and certificates
- 2.4. Increase the total awards per full-time equivalent (FTE) student

	 Open Access	 Completion	 Community & Workforce Development	 *NeSCC-Specific Initiative / Investment Priority
Achieving the Dream				
Advising Academy				
Competency Based Education				
Customer Relationship Management Software* (Case Management)				
Expanded Marketing Investments*				
Prison Project				
Programmatic Expansion*				
Re-imagining General Education				
SAILS				
Strategic Enrollment Management				
Student Engagement, Retention, and Success Grants				
Student Equity Project*				
TN Open Education				
TN Reverse Transfer				
TN Transfer Pathways				
Transfer Liaisons*				
We All Rise				

8




















2015-2025 Strategic Plan

STRATEGIC GOALS AND OBJECTIVES

Goal 3. Provide quality programs and services that are recognized for excellence

- 3.1. Increase the percentage of students enrolled in high impact practice courses
- 3.2. Maintain or improve the number of creditable programs that are accredited or seeking accreditation
- 3.3. Achieve a satisfactory aggregate score on program reviews/academic audits for all non-creditable programs
- 3.4. Each full-time faculty member shall participate in a minimum of four professional development opportunities annually
- 3.5. Maintain or improve licensure and certification pass rates and performance on

 Open Access  Completion  Community & Workforce Development  *NeSCC-Specific Initiative / Investment Priority




Achieving the Dream.....	6		
Analytics Software for New Program Insights*	6		
Apprenticeship Program			
Art Studio Development*	6		
Bear Den Success Centers*	6		
Community Center at Gray*			
Center for Teaching and Learning*	6		
Culture of Service Excellence Staff Professional Development Program*	6		
e-Sports*	6		
High Impact Practices			
Lactation Rooms*	6		
Maxine Smith Fellows.....	6		
Multicultural Center*	6		
Point of Contact Project*			
TBR Warranty Program			



























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2015-2025 Strategic Plan

Goal 4. Demonstrate institutional accountability, resourcefulness, and efficiency through the continuous assessment, planning, and implementation process

- 4.1. Demonstrate institutional accountability, resourcefulness, revenue diversification, and efficiency through the continuous assessment, planning, and implementation process
- 4.2. Monitor the composite financial index score and its corresponding ratios that are within our control
- 4.3. Develop and implement fundamental, discrete cost center elements, disaggregated by academic discipline, toward an overall instructional-focused cost center management system
- 4.4. Increase the post-award progression of graduates, to include transfer and job placement rates

 Open Access  Completion  Community & Workforce Development  *NeSCC-Specific Initiative / Investment Priority

Analysis of Labor Supply and Demand Data			
Analytics Software for New Program Insights*	6		
Building Renovations*	6		
Compensation Study*			
Customer Relationship Management Software* (Recruitment and Case Management)	6		
Discrete Cost Centers*	6		
Economic Impact Studies			
Expanded Marketing Investments*	6		
Facilities Master Planning*	6		
Improved Campus Wi-Fi*	6		
Network Monitoring Software*	6		
Strategic Advancement	6		
TN Transfer Pathways			
Transfer Liaisons*	6		
Workforce Development Training*	6		

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ASSESS. ASPIRE. ADVANCE.



BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	Walters State Community College Strategic Plan
DATE:	March 31, 2022
PRESENTER:	Executive Vice Chancellor Russ Deaton
PRESENTATION REQUIREMENT:	5 minutes with discussion
ACTION REQUIRED:	Roll Call Vote
STAFF'S RECOMMENDATION:	Recommend Approval

To meet TBR and SACSCOC expectations, each community college periodically brings its Strategic Plan and mission statement to the Board for review and approval. Now that the Board has approved the TBR Strategic Plan at the June 2021 meeting, it is in effect and functions as a guide and a foundational document for individual college strategic plans. No college is required to emulate its precise structure or the specific pillars and themes, though each college plan should establish clear linkages with relevant elements of the TBR Strategic Plan. Further, it is expected that college strategic plans should extend the ideas set forth in the TBR Strategic Plan to be more specific and actionable as colleges see fit in the course of pursuing their local and regional mission. Colleges can identify additional ideas and pursuits as foundational to its mission, as long as they are philosophically consistent with the TBR Strategic Plan.

Walters State Community College has engaged campus and community constituencies to develop its 2021-25 strategic plan around three core values of knowledge, individuals, and community, each of which has a series of strategic plan priorities that are connected to the TBR Strategic Plan pillars. President Tony Miksa and his senior team presented the plan recently to Chancellor Tydings and staff for a discussion, and TBR staff recommend it for approval. Walters State Community College also brings forth a revised mission statement that can be found in the supporting documents.

Therefore, staff recommend that the Board approve the Walters State Community College Strategic Plan, as well as its Mission Statement.



WALTERS STATE
COMMUNITY COLLEGE

Mission - Through a focus on student success and innovative teaching, Walters State enriches the lives of our students and our community.

Expanded Mission Statement

Through a focus on student success and innovative teaching, Walters State enriches the lives of our students and our community. The college:

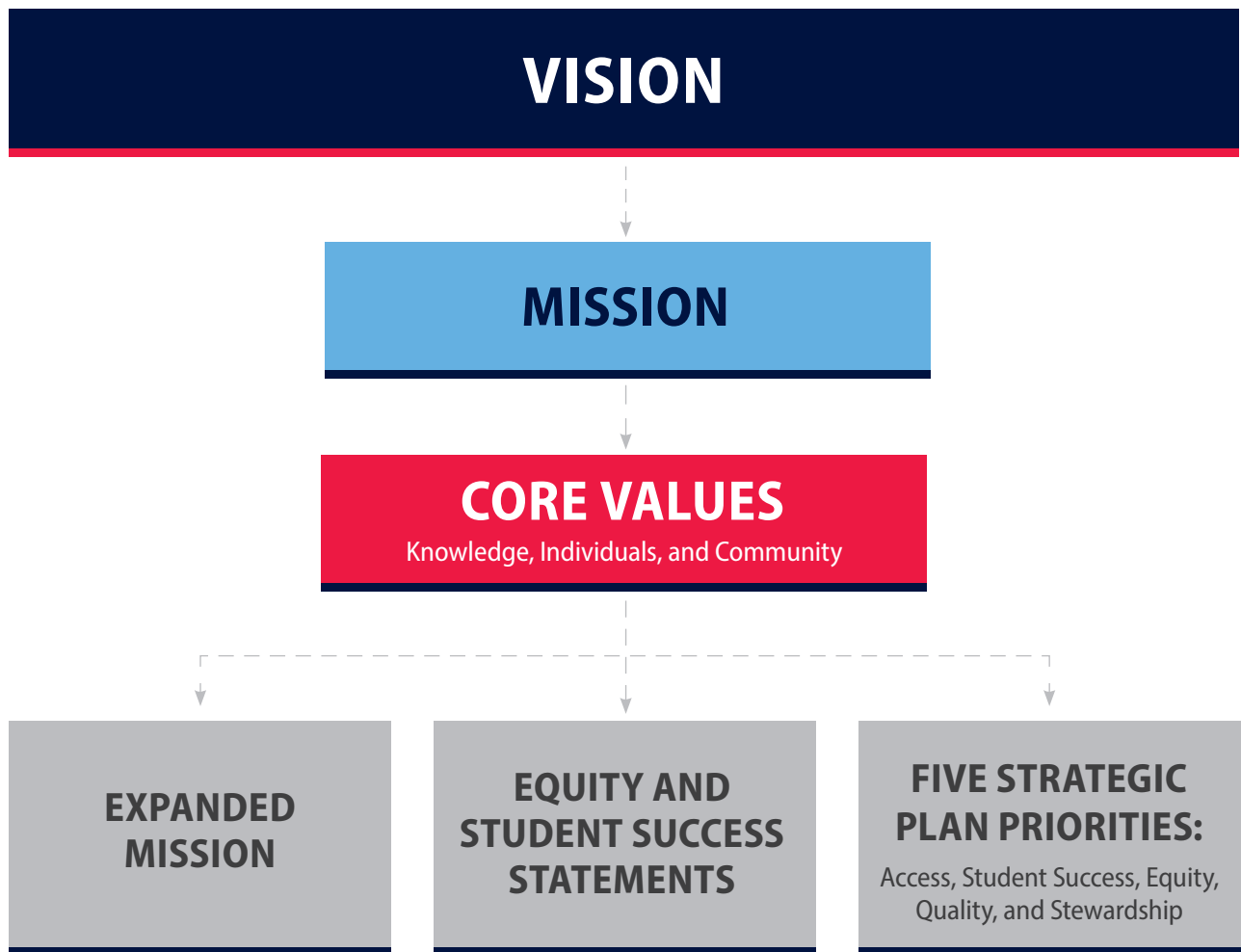
- Provides affordable, convenient access through multiple campuses, innovative technology, and distance education
- Collaborates with other educational institutions to promote access, completion, and transfer
- Partners with community businesses and organizations to meet specific educational and workforce needs
- Offers programs of study leading to associate degrees or certificates
- Provides pathways to institutional support services that improve student engagement and success
- Fosters an inclusive campus community through cultural awareness, diversity, and open dialogue
- Delivers public service and non-credit programs in support of workforce training and personal development
- Invests in highly qualified faculty and staff
- Creates a culture of continuous improvement and accountability
- Seeks external sources of support and funding to further educational opportunities
- Provides resources to support community engagement and initiatives

Walters State Community College
STRATEGIC PLAN

2021–2025



Guiding and informing **Walters State's operational philosophy**, the college's **strategic plan includes the following elements:**



Walters State's Strategic Plan supports the TBR Strategic Plan and THEC Master Plan.



VISION

Walters State will be the leader in transforming our community through education.



EQUITY STATEMENT

Walters State promotes equity by actively addressing obstacles that limit student success.



MISSION

Through a focus on student success and innovative teaching, Walters State enriches the lives of our students and our community.



STUDENT SUCCESS STATEMENT

Successful students at Walters State identify their purpose, complete their goals, and engage in activities with the campus and the community.

Core Values | Strategic Plan Priorities | Expanded Mission

WSCC CORE VALUES	WSCC STRATEGIC PLAN PRIORITIES	EXPANDED MISSION STATEMENT
Knowledge	Access	– Provides affordable, convenient access through multiple campuses, innovative technology, and distance education
		– Collaborates with other educational institutions to promote access, completion, and transfer
		– Partners with community businesses and organizations to meet specific educational and workforce needs
	Student Success	– Offers programs of study leading to associate degrees or certificates
		– Provides pathways to institutional support services that improve student engagement and success
Individuals	Equity	– Fosters an inclusive campus community through cultural awareness, diversity and open dialogue
	Quality	– Delivers public service and non-credit programs in support of workforce training and personal development
		– Invests in highly qualified faculty and staff
Community	Stewardship	– Creates a culture of continuous improvement and accountability
		– Seeks external sources of support and funding to further educational opportunities
		– Provides resources to support community engagement and initiatives

Strategic Plan Indicators

Strategic Plan Indicators — 2025 Targets	WSCC Strategic Plan Goal	WSCC SEM / ATD Goal	TBR Strategic Plan	THEC Master Plan	THEC Funding
Increase dual enrollment to first-time freshman matriculation rate from 32% to 38%.	– Access – Student Success	– Recruitment	– Open Access	– Student Success: Access	– Funding Formula
Increase 3-year graduation rate of underrepresented minority students from 22% to 25%.	– Access – Student Success – Equity	– Recruitment	– Completion	– Student Success: Completion	– Recruitment
Increase the retention rate of students from orientation to census from 86.4% to 90%.	– Access	– Enrollment	– Open Access	– Student Success: Access	—
Increase the number of students progressing to 12–24–36 credit hours by 5%.	– Student Success – Quality	– Retention	– Completion	– Student Success: Access	– QAF – Funding Formula
Increase 3-year graduation rate for first-time, full-time freshmen cohort from 30% to 35%.	– Student Success – Quality	– Completion	– Completion	– Student Success: Completion – The Future Workforce: CTE and Work-based learning	– QAF – Funding Formula – QAF
Increase the number of active apprenticeships for non-credit students beginning at 0 in 2019 to 150 by 2025.	– Stewardship	– Access	– Community and Workforce Development	– The Future Workplace: Future of Work	– Funding Formula



Walters State Community College
500 S. Davy Crockett Parkway
Morristown, Tennessee 37813-6899
423.585.2600 | ws.edu

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Faculty Emeriti

DATE: March 31, 2022

PRESENTER: Vice Chancellor Jothany Blackwood

PRESENTATION REQUIREMENTS: 5 minutes with discussion

ACTION REQUIRED: Roll Call Vote

STAFF RECOMMENDATION: Recommend Approval

The following faculty emeritus candidates are being recommended to the Board for consideration and approval:

Professor	Rank/Discipline	Service Dates	College
Phyllis Gobbell	Associate Professor of English	2002-2022	Nashville State
John Koons	Associate Professor of Biology	1984-2020	Jackson State
Tim Britt	Associate Professor of Mathematics	1998-2022	Jackson State
Mary Wadley	Associate Professor of Spanish	1990-2021	Jackson State
Bob Raines	Professor of Psychology	2004-2022	Jackson State
Jane David	Professor of Physical Therapist Assistant	2005-2022	Jackson State
Billy Wesson	Professor of Reading	1985-2022	Jackson State
Karolyn Smith	Associate Professor of Nursing	2004-2022	Jackson State

Presidential nomination letters are enclosed with Board materials.

Nashville State Community College

February 21, 2022

Dear Faculty Emeritus Selection Committee,

I am writing to recommend Phyllis Gobbell, Associate Professor of English, for Faculty Emeritus. During her tenure at Nashville State Community College, Ms. Gobbell exhibited the characteristics of an outstanding faculty member through her contributions in the classroom, to the college, and to the community.

For more than 19 years, Ms. Gobbell was dedicated to student success in and out of the classroom. This is evidenced in her years of work committed to improving the academic skills of her students, helping students develop a love and proficiency in creative writing, and supporting faculty. Her work as editor of *Tetrahedra* gave students and faculty the opportunity to become published writers while at Nashville State. She maintained the English Comp II Web Course, worked with a colleague in another division to create hybrid co-requisite courses for Modern American Literature and Modern United States History, and edited a book on Problem-based Case Learning. She also served on committees to support the English department, the EHCT division, and the entire campus, such as Faculty Senate.

One colleague summed up Phyllis' commitment as follows: "Phyllis fought every semester to keep the creative writing classes active and to ensure that our students had the opportunity to develop their creative writing skills. As a published author and a creative writer, Phyllis nurtured and sustained the English department's creative writing component during a time when policies and limited offerings (limited) students of opportunities to explore and grow their own creativity. Phyllis is a colleague that we could all count on to help in any way she could. She is the embodiment of professionalism, empathy, and leadership."

Ms. Gobbell was a recognized leader in her division. Her influence impacted how her colleagues engaged with each other and in the classroom. When gathering signatures of support for this nomination, every colleague expressed that she deserved this honor due to her service, collegiality, and work ethic. It is because of this tremendous impact on Nashville State Community College that I recommend Phyllis Gobbell for faculty emeritus.

Thank you for your consideration of this request.

Sincerely,



Dr. Shanna L. Jackson
President

Office of the President

120 White Bridge Road • Nashville, TN 37209-4515 • 615-353-3236 • 1-800-272-7363 fax • www.nsc.edu
A Tennessee Board of Regents College

Nashville State Community College

Phyllis Gobbell served at Nashville State from 8/16/2002 to 1/5/2022. Upon her retirement, she held the position of Associate Professor of English.

Additional Evidence of Distinguished Service

For almost a decade, Phyllis served as editor and coordinator for *Tetrahedra*, and each year, she organized a reading for those who were published in the journal. As a faculty member, she consistently participated in mentoring, curriculum development, committee work, service to the college community, and fulfilling the English Department and division's goals and objectives. As a colleague, she was professional, amiable, and supportive. Working with her on any project ensured that the group would be organized and focused and would achieve its goals. She is an exemplary individual and teacher, and her retirement has left a void in both our English program and the college as whole. (Valerie Belew)

I had the pleasure of working with Phyllis, as art editor and cover designer, on *Tetrahedra* magazine. Phyllis single-handedly edited, assembled, and formatted to print this showcase of student and faculty work. It was a tremendous task that she undertook annually for 10 years with grace and professionalism. Phyllis is an inspiration for maintaining composure and class in adverse situations. (L. Scott McRoberts)

She has always gone above and beyond to help ESL students in her classes, including meeting with ESL faculty to brainstorm ways to help students succeed. (Connie Mathews)

Phyllis was and is an excellent and dedicated teacher. She cared deeply for her students and supported them by showing patience and encouragement. Her contribution and her founding of *Tetrahedra* showed her love for her profession, her students, and the college. She is more than my colleague. She is family and has always supported us in the division by her kind-heartedness and love. (Aggie Mendoza)

Phyllis brought literature alive for our ESL students. She embodied patience and kindness to them and help plant the seeds of a lifelong love of reading for pleasure in countless non-native English speakers! (Devora Manier)

Office of the President

120 White Bridge Road • Nashville, TN 37209-4515 • 615-353-3236 • 1-800-272-7363 fax • www.nsc.edu
A Tennessee Board of Regents College



MEMORANDUM

TO: Tennessee Board of Regents
FROM: Dr. Shanna L. Jackson, President
DATE: February 23, 2022
RE: Recommendation to Award Faculty Emeritus Status

The attached recommendation to award emeritus status to Phyllis Gobbell is being submitted for your review and approval.

Please indicate your approval by signing below.

Thank you.

DocuSigned by:
Shanna Jackson
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Dr. Shanna L. Jackson, President _____
Date

DocuSigned by:
Jill Ferrand
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Jill E. Ferrand, Director of Human Resources _____
Date

DocuSigned by:
Jothany Blackwood
487E0506E6FB4A7...

Dr. Jothany L. Blackwood, Vice Chancellor Academic Affairs _____
Date

DocuSigned by:
Flora Tydings
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Dr. Flora W. Tydings, Chancellor _____
Date



2046 North Parkway | Jackson, TN 38301

MEMORANDUM

TO: Dr. Flora Tydings, Chancellor of the Tennessee Board of Regents

FROM: Dr. George Pimentel, President of Jackson State Community College

SUBJECT: Candidates for Faculty Emeritus

DATE: February 25, 2022

The purpose of this memorandum is to recommend seven Jackson State Community College faculty members for emeritus status as provided in TBR Policy 5.02.01.10 Faculty Emeritus. These faculty members meet the criteria as outlined in TBR policy, have been recommended by the Faculty Council and approved by the Vice President of Academic Affairs.

Below are the seven faculty members being recommended for emeritus faculty status along with justification for awarding such status.

John Koons Service Dates: 1984-2020

John Koons dedicated himself wholly to the mission of Jackson State Community College for more than thirty-five years as an Associate Professor of Biology, the entire time serving his students, colleagues, campus, and community with distinction and devotion. A two-time recipient of the Outstanding Faculty Award, and recognized frequently throughout his career for his many accomplishments and for his caring and professional demeanor, Mr. Koons is truly the embodiment of what Emeritus Faculty recognition should achieve: designating those outstanding faculty who have managed to make a real and lasting difference during their tenure.

Mr. Koons cheerfully volunteered to teach on multiple campuses of the college, a task which other faculty often eschew. His time mentoring and inspiring the students at both the Jackson campus and the Lexington Center was a service not only to the college, but to both communities and to a broad demographic of our student body. Mr. Koons has been a beloved and ardently sought-after professor at both locations, and the inspiration and motivation which he has inspired to multiple generations of students is basis enough for the recognition of Emeritus Faculty.

Mr. Koons continues his affiliation with the college even after his retirement, serving now as an adjunct instructor. He continues to inspire students, to engage collegially with colleagues, and to devote himself to the principles and the mission of Jackson State Community College, which he faithfully and ably represents.

Tim Britt Service Dates: 1998 – 2022

Mr. Britt served Jackson State as a faculty member in the Mathematics Department, rising from Assistant Professor to Associate Professor with tenure. For 24 years, his contributions to the college have been numerous and invaluable.

First and most important, Mr. Britt was an outstanding teacher. With deep passion for his subject, his main goal was to share that passion and his knowledge with his students. He was continually inspiring his students to think logically and critically as they learned new material. He incorporated many new ideas, technologies, and innovative classroom strategies into his pedagogy. His student evaluations always rank very high.

Mr. Britt was instrumental in several aspects of the Mathematics Department. He worked diligently with several initiatives including developmental course redesign, co-requisite redesign and various other course development issues. His role in the department included maintenance of various online courses, online course materials and online course delivery. He maintained and taught all the upper level Mathematics courses.

Mr. Britt participated in the Honors program at JSCC where he guided students for their honors course sections in Statistics, Calculus I and Calculus II. He also developed and taught an honors course on Mathematics and Music since music is one of his interests.

Mr. Britt is active in the TnCIS (TN Consortium for International Studies) teaching abroad program at JSCC. He has taught several times in the France and the GEC programs and continues to participate. Students in those courses have been very successful and remarked that he is doing a great job with presenting the material in the appropriate manner.

His faculty colleagues have always worked well with him. He has served on many departmental committees. He has served on Faculty Council as member, secretary and as Chair. He has served on various college committees including the Aids and Awards Committee, Compensation Committee, Promotion/Tenure, various hiring committees, and various others. He has represented the Department at the TCCCM (TN Council of Chairs of College Mathematics) for several years.

He has presented at several state and national conferences including TNADE (TN Assoc. for Dev Education), AMATYC (Amer Mathematical Assoc of Two-Yr Colleges), ICTCM (International Conference on Tech in Collegiate Mathematics), various local conferences and others. He was the keynote speaker at the 2011 Georgia Math Conference. He is a national Pearson MyLab trainer. He is also a member of MENSA.

He has received the following awards while teaching at JSCC:

NISOD (National Institute for Staff and Organizational Development) Teaching Excellence Award – 2003

JSCC SGA Teaching Excellence Award – 2013

TMATYC (TN Mathematical Association of Two-Yr Colleges) Teaching Excellence Award – 2014

Mary Wadley Service Dates: 1990-2021

Profesora Wadley, as she is generally known to her students, was a force in the classroom, guiding students to success through her ability to link learning about Spanish culture and language to their own experience. She began teaching at JSCC as an adjunct in the 1980s before moving to North Side High School and then returning to full-time employment at Jackson State in 1990.

Prof. Wadley was a champion for culture on the JSCC campus, having impacted countless thousands with her efforts to bring internationally renowned performing groups to our campus community. Additionally, long before JSCC had an international fee or participated in TnCIS, Mary advocated for study abroad opportunities for our students. She organized domestic and international trips, taking students during spring break to the San Antonio River Walk on more than ten occasions, in addition to summer trips to Costa Rica in 2005, Mexico and the Mayan Riviera in 2006, and then Madrid, Seville, Granada, and Barcelona, Spain, in 2007. In 2009, she organized her largest group of nineteen students, faculty, staff, and administrators on a trip to Machu Picchu and the surrounding areas in Peru, followed by a trip to Puerto Rico in 2011. She was a tireless advocate for student participation in study abroad programs.

Prof. Wadley's classroom connected West Tennessee students to the world through creative multicultural pedagogy. For example, she added an interactive experience for first-year Spanish students through LinguaMeeting, allowing students to participate in ten or twelve individual or small group coaching sessions with Guatemalan native speakers. As our only Spanish instructor, Mary advised all students pursuing foreign language study. In earlier years, she served as a Master Advisor in our registration center during the summers to make sure students began their academic careers positioned to be successful.

Mary was a longtime member of the Tennessee Foreign Language Teaching Association (TFLTA), serving as Tennessee Coordinator for the AATSP National Spanish Exams. Because of her service to the group and her students, TFLTA recognized her with the Jacqueline Elliott Award for Excellence in Higher Education. She was also an active member of the Delta Kappa Gamma education fraternity, serving as past president, area director, chair of the state committee, and member of the Vision Foundation Board; not surprisingly, she is the recipient of their Order of the Rose honor. Notably, Mary was one of the first three faculty at JSCC to receive the NISOD Teaching Excellence award.

Mary taught students, the children of former students, and even the grandchildren of former students, giving them a view of the larger world they might not have encountered otherwise. Her legacy lives on at JSCC through our thriving Global Studies Program, which she helped bolster for decades.

Dr. Bob Raines Service Dates 2004-2022

For many years Dr. Bob Raines served the Jackson area community as a private-practice psychologist, and in 2004 he joined the faculty of Jackson State Community College to teach psychology classes. He will retire as a full Professor in May of 2022. Both at the college and in the community, Dr. Raines has been well-known for his spirit of service, his leadership, and for his capacity to model and inspire deep respect for inquiry, thoughtfulness, equity, and social justice.

Dr. Raines' colleagues value the quiet dignity with which he has served the college in key positions. In 2007 he revived JSCC's honors program which had ended a few years before with a change in school administration. Dr. Raines designed an approach which addressed concerns about Honors faculty load hours yet preserved students' options to drill-down into coursework interests. Dr. Raines fostered a team-centered approach for managing this program and, with interested faculty he recruited, cultivated a vital and growing honors program for 13 years.

For several terms, including his present position as a representative, Dr. Raines has served faithfully on JSCC's Faculty Council. His fellow council members have appreciated his common-sense wisdom, steady voice, and calm demeanor through JSCC's past efforts to define and properly enact shared governance. Dr. Raines listens carefully to others, seeks full understandings, shows kindness and empathy, and counsels others with grace. For these reasons, he served the faculty and college administration well as Faculty Council Chair and as a representative on the TBR Faculty Sub-council. Indeed, his careful, reasonable perspective was recognized when he was chosen as a Faculty Regent for service on the Tennessee Board of Regents.

Perhaps Dr. Raines' involvement in the 2018 Jackson-Madison County Community Remembrance Project best shows how he practices what faculty hope their students can reveal in their lives: critical, careful, discerning thought, responsible public engagement, courageous idealism, committed social activism, and a comfortable flexibility negotiating diverse agendas. As a capstone part of this project, Dr. Raines organized a campus and community event to acknowledge three nineteenth-century lynching victims in Jackson, Tennessee and to dedicate a jar of soil from one lynching site as part of the national memorial to lynching victims in Montgomery, Alabama. The event was sponsored by The Equal Justice Initiative, the Jackson State Honors Program, Jackson-Madison County Branch of the NAACP and the Lane College Chapter of the NAACP. Ultimately, and not without some productive controversy, the coalition Dr. Raines worked with obtained permission to install on the Madison County Courthouse lawn a marker acknowledging the lynchings. This project's aim was to encourage healing and reconciliation through an honest and courageous act of remembrance. For those who have known Dr. Raines' commitments and values as an academic, a colleague, and a friend, it is no surprise he would be drawn to such an enterprise. Because of his unique character as a faculty member and his effective, broad service to TBR, JSCC, his students, and peers, Dr. Raines especially deserves the Faculty Emeritus designation.

Dr. Jane David Service Dates: 2005-2022

About Dr. Jane David, a colleague has written that “over the last 15 years my relationship with Dr. David has evolved from being her student to being her colleague. As a student, immediately it was evident that Dr. David was an expert in the physical therapy field. Her program ran to the highest efficiency; I never once doubted her desire for each student to succeed. . . . Her abilities as an exceptional educator allowed her to relate difficult and challenging content in ways I could understand and apply.”

There are very few with the knowledge and experience Dr. David brings to the professional programs at Jackson State Community College. She has multiple certifications demonstrating her expertise. Dr. David has also worked tirelessly as a leader in the American Physical Therapy Association of Tennessee (TPTA). She served as the TPTA Jackson District Chair from 2003 to 2010, the TPTA Executive Committee Secretary from 2011 to 2018, and served on the Tennessee Board of Physical Therapy appointment from 2019 to the present. She also has been on the TPTA Board of Directors since 2003. She accepts speaking engagements within TPTA and regularly educates her peers in ethics and jurisprudence and on the topic of Neurological Interventions associated with Benign Paroxysmal Positional Vertigo as well as other conditions. Within TPTA, she promotes learning environments for PTAs and promotes student PTA involvement within the professional association. During her tenure at JSCC, she underwent two accreditation cycles achieving the maximum number of reaccreditation years with each site visit. Dr. David has not only served her students and her institution in the classroom but also on the following committees: Admissions and Standards, Aid and Awards, Curriculum, Faculty Council and multiple search committees. From her beginnings as a part-time instructor in February 1996 to her transition to program director in May of 2006 and to the present, she has been instrumental in making the JSCC PTA Program what it is today.

There are numerous admirable points one could make regarding Dr. David. Ultimately, they all culminate in a woman who has dedicated much of her professional career to teaching students how to be professional health care providers and lifelong learners. She continues to teach them how to show dignity and compassion to patients in every aspect of the physical therapy arena, whether that patient is a small child or a geriatric patient nearing the end of life. Each of the thousands of patients she has touched, either as a therapist or as the instructor of student physical therapist assistants, can be assured that Dr. David is one of the best.

Another former student and current colleague has written that “I have had the privilege of working under the direction of Dr. David clinically for 11 years and collegiately for 19 years. She is organized, time efficient and assertive. She is consistent and makes herself available to her faculty, her students, her colleagues, and her patients and always goes above and beyond the call of duty. She is a valuable asset to the JSCC community, to West Tennessee Healthcare and to the Physical Therapy Profession.”

Dr. Billy Wesson Service Dates: 1985-2022

Dr. Wesson has been teaching at Jackson State Community College for 36 years. During his time here, he has been instrumental in developing and revising the Reading, College Success and overall Learning Support classes and programs. He has worked with a variety of committees, including Curriculum, Admissions and Standards, Learning Support and Faculty Council. Additionally, he has sponsored the Black Student Association, organizing many events and opportunities. Dr. Wesson does all he can to ensure his students have a foundation for success. He shares his home phone number with students and meets with them via Zoom or in-person if they need clarification on any work. He also holds extra Friday reading labs to help any students who have fallen behind. These sessions are open to any reading students even if Dr. Wesson is not their professor. So impressed by the individualized attention given their child, the parents of one of Dr. Wesson’s former students set up a foundation account in his name. He also administers the funds from that account and uses them to assist students in financial need so they can attend school.

Dr. Wesson has worked for many years with students to promote voter registration, both in his college success classes and for the college as a whole. He looks for opportunities for students, helps them with their resumes, and helps them understand how to present themselves professionally at job interviews. Dr. Wesson has served as an advisor to students and especially to student athletes. He has given freely of his time in helping students understand the processes and options available to them. Dr. Wesson approaches students holistically, advising them and also providing links to other staff and resources to help in all areas of students’ lives. Related to this,

he often coaches students to understand and realize expectations for college classes as well as for professional positions. For the entire length of his tenure, Dr. Wesson has been doing what many now recognize as the most effective set of practices for empowering student success.

Dr. Wesson also has mentored numerous faculty and staff, ensuring that they are equipped with the knowledge, information, and encouragement needed in their work. One of the areas where this is evident is in his work with adjunct faculty. He is a reliable and welcoming contact for adjuncts working in his area, and often serves as a liaison between various college offices and them. He has set up reading labs for them each semester and has been on call to assist any of the reading college success faculty when they have questions.

For the college, community, and nation as a whole, Dr. Wesson has never shied away from responsibility. He has actively served on countless committees at JSCC over the years including Faculty Council. He has worked with the Boys' and Girls' Club as a reading tutor and been an active leader in his church, his Lane College fraternity, and his Memphis high school. Finally, Dr. Wesson served his country in military service. As a veteran he has also supported our student veterans on campus. He is also a 2021 recipient of the Chancellor's Commendation for Military Veterans.

Dr. Wesson's tireless service to his students, his peers, his community, and his country illustrate the strength of his candidacy for Faculty Emeritus status.

Karolyn Smith Service Dates: 2004-2022

Several nursing faculty have recommended Karolyn Smith, Associate Professor of Nursing, for Faculty Emeritus status. Karolyn is retiring her full-time faculty position in Spring 2022, after having faithfully served 18.5 years at Jackson State Community College. She demonstrates strong leadership skills and has served as course coordinator of both Fundamentals and Adult Health 1 courses. During her time here, she has inspired excellence in both her students and her colleagues. Her expertise, dedication, and enthusiasm for teaching and student success are apparent in all she does.

Karolyn serves the community as a Registered Nurse at West Tennessee Healthcare on the Oncology unit and has been a Chemotherapy Certification instructor for West Tennessee Healthcare since 2005. As a nursing faculty member, she has devoted herself to the education of hundreds of student nurses. Her compassion and caring for students and patients are unmatched. Karolyn is a hard worker and a team player, and her personality and sense of humor are vital to morale. Her leadership and vision have been crucial to the success of our students. She has consistently gone above and beyond for the nursing program.

Outside the classroom, Karolyn served as a nursing representative for JSCC Faculty Council from 2013-2015 and 2019-2021, and held the position of Faculty Council Vice-Chair from 2014-2015. She has also served on various college committees, including College Curriculum, Tenure and Promotion, TAF Advising, and IRP Committees. Within the nursing division, Karolyn has served as both member and chair on both Curriculum and Admissions and Retention committees.

Karolyn's colleagues will miss her expertise, patience, and sense of humor, and are proud to nominate her for this honor.



Anna Higgs, JSCC Human Resources



Dr. George Pimentel, JSCC President

The System Office staff has reviewed the supporting documentation and recommends the Chancellor's approval to move this forth for Board consideration.

DocuSigned by:

Jothany Blackwood

2022-03-01 | 10:51 AM CST

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Dr. Jothany Blackwood, TBR Vice Chancellor for Academic Affairs

DocuSigned by:

Flora Tydings

2022-03-09 | 8:23 AM CST

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Dr. Flora Tydings, TBR Chancellor

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Emeritus Status for Dr. Karen Bowyer

DATE: March 31, 2022

PRESENTER: Vice Chair Emily Reynolds

PRESENTATION
REQUIREMENTS: 5 minutes

ACTION REQUIRED: Roll Call Vote

STAFF
RECOMMENDATION: Recommend Approval

TBR Policy 5.01.03.00, Retirement, and the Tennessee Code provide the Board with the authority to grant emeritus status to presidents who reach age sixty and serve as president for at least ten years. For those hired as a president prior to September 1, 2002, such as Dr. Bowyer, the Board may authorize a contract, which is attached.



NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR
PRESIDENT EMERITUS

TO: Dr. Karen Bowyer

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Dyersburg State Community College for a period beginning March 2, 2022 at a monthly salary of \$3029.80, subject to the terms and conditions hereinafter set forth and our acceptance thereof:

1. This appointment is made subject to the laws of the State of Tennessee, the requirements and policies of the Tennessee Board of Regents and the requirements and policies of this institution/area school.
2. The term of this agreement is March 2, 2022, to June 30, 2022. It may be renewed on an annual basis following review of the emeritus work performed and approval by the Tennessee Board of Regents.
3. The above stated salary is contingent upon your successful completion of service for the full term of this agreement. The salary will accrue and will be payable monthly. In the event of failure to complete the specific terms of the appointment, salary will be prorated in accordance with the policies of the institution/area school.
4. This appointment and the above-stated salary are in consideration of your faithful performance to the best of your ability of the duties and responsibilities assigned to you as a part-time employee of this institution. These duties include:
 - At the request of the College President, assist with the leadership transition for Dyersburg State Community College.
 - Publicly show support for the College President through newspaper editorials, public speaking engagements, and in social interactions. Advocate for the College's ongoing work and fresh start to faculty, staff, and the public at large.
 - At the request of the College President, provide guidance on regional relationships, government affairs, partnerships, and workforce development opportunities.
 - At the invitation of the College President, and as able, attend and support College activities and events, such as graduation ceremonies.
 - Upon request, serve as a consultant to regional chambers of commerce and economic development entities on matters concerning education and workforce development.

- Upon request, edit reports and documents, including, but not limited to, SACSCOC reports and prospectuses, grant applications and reports, programmatic accreditation reports, and TBR/THEC reports.
 - Serve as the putter at the annual golf tournament.
 - Organize the annual Martin Luther King Jr. community event.
 - Update the written history of the college.
 - Work specifically with attorneys and insurance agencies in DSCC's service area to educate them regarding planned giving to DSCC. Provide other assistance to the Dyersburg State Community College Foundation as requested and in coordination with the Foundation.
5. As a part-time employee, you are not eligible for employment benefits (retirement credit, state insurance plan, annual or sick leave, holiday pay, or longevity credit). Notwithstanding, social security will be deducted from your paycheck unless you are a member of a retirement system or are a rehired annuitant as specified in 26 CFR Part 31.
 6. This appointment does not include any assurance, obligation, or guarantee of subsequent employment.
 7. This agreement may be terminated without prior notice.
 8. By acceptance of this appointment, you agree to abide by the terms of the Drug-Free Workplace Act of 1988 as defined in published institution statements and policy. You also agree to notify the Office of Personnel of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
 9. You are required to notify the President should you become employed at another state agency/institution.
 10. You must reside in Tennessee at the time of your initial appointment and at the time of any subsequent appointment.
 11. The following special conditions shall govern this appointment:

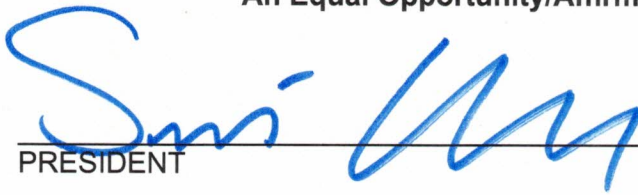
The retired employee accepts employment for up to 120 days during a 12-month period. The number of hours actually worked will be provided to the institution upon request and will be no less than 182 hours (and prorated for FY 2022).

I accept the appointment described above under the terms and conditions set forth.


Karen A. Bruner
APPOINTEE

Feb. 9, 2022
DATE

An Equal Opportunity/Affirmative Action Employer

A handwritten signature in blue ink, appearing to read "Sami M.", written over a horizontal line.

PRESIDENT

A handwritten date in blue ink, "2-17-2022", written over a horizontal line.

DATE

CHANCELLOR

DATE

BOARD TRANSMITTAL

MEETING: Quarterly Board Meeting

SUBJECT: Naming Request -- Dr. Karen A. Bowyer Mathematics Building at Dyersburg State Community College

DATE: March 31, 2022

PRESENTER: Chancellor Flora W. Tydings

PRESENTATION REQUIREMENTS: 5 minutes

ACTION REQUIRED: Roll Call Vote

STAFF RECOMMENDATION: Recommend Approval

The Board is authorized to name buildings in honor of individuals who have made significant contributions to society and who otherwise meet the criteria established in TBR Policy 4.02.05.01, Naming Buildings and Facilities & Building Plaques.

For the reasons explained in the attached recommendation from Scott Cook, Dyersburg State Community College President, I believe Dr. Karen Bowyer meets the requirements in TBR policy and is deserving of the honor of having the Dyersburg State Mathematics Building renamed the Dr. Karen A. Bowyer Mathematics Building. Dyersburg State convened an appropriate committee to consider and make a recommendation, and its report establishes that:

- (1) Dr. Bowyer has made a significant contribution to the field of education or human betterment through her thirty-seven and one-half years of service as president of Dyersburg State;
- (2) Dr. Bowyer is an individual of recognized accomplishment and character;
- (3) Dr. Bowyer's contributions to Dyersburg State are historically significant; and
- (4) The building in question is properly associated with Dr. Bowyer given her background as a mathematics instructor and her integral role in securing funding for the mathematics building and other contributions to its construction.

Office of the President

1510 Lake Rd., Dyersburg, TN 38024
Ph: 731-286-3300 / Fax: 731-286-3269



March 1, 2022

Dear Chancellor Tydings and Members of the Tennessee Board of Regents:

Consistent with the TBR Policy 4.02.05.01, the Dyersburg State Community College Building Naming Committee was charged with considering a request to name the College's current Mathematics Building in honor of Dr. Karen A. Bowyer. The members of the naming committee were:

Dr. Scott Cook, President
Dr. Jan Reid Bunch, Vice President of the College
Dr. Amanda Walker, Vice President of Advancement and External Affairs
Josh Duggin, Vice President for Information Technology
Andrea Stephenson, Assistant Professor of Mathematics
Dawn Chalk, Associate Professor of Nursing
Baker McCool, EMS Program Director
Edith Carlton, Administrative Assistant II to the President
Kent Jetton, Director of Physical Plant
Jeff Agee, DSCC Foundation Board President
John Lannom, DSCC Foundation Board Member

To honor Dr. Karen A. Bowyer, Dyersburg State Community College recommends naming our Mathematics Building as the Dr. Karen A. Bowyer Mathematics Building. The College offers the following justification specific to selected criteria from TBR Policy 4.02.05.01, as follows:

- (1) In general, individuals and groups for whom buildings are named must have made a significant contribution to the field of education, government, science, or human betterment.
- (2) To preserve the integrity of all buildings named in the System, this honor must be reserved for individuals of recognized accomplishment and character; no building may bear the name of an individual convicted of a felony.
- (3) With respect to the naming of buildings on a particular campus, special consideration shall be given to:
 - a) The historical significance of the contribution of the individual or group to the institution;
 - b) The association of the individual or group with the building to be named.

(1) Significant contribution to the field of education or human betterment.

Dr. Karen A. Bowyer made significant contributions to Dyersburg State Community College. Dr. Bowyer served 37.5 years as president of DSCC. She is the first female and third president to lead the College, which serves Crockett, Dyer, Gibson, Lake, Lauderdale, Obion, and Tipton counties. Bowyer was the first female president at a public postsecondary institution in the State of Tennessee, and she is the longest-serving president in the Tennessee Board of Regents (TBR) system.

Bowyer's love for education was ignited when she began teaching mathematics at Libertyville High School in Libertyville, Illinois, from 1963 to 1966. Her lifelong career in postsecondary education began when she traveled overseas to serve as a mathematics department coordinator and instructor at Colegio Bolivar, Cali, in Colombia, South America, from 1967 to 1970. Upon returning back to the United States, she became a graduate assistant of international programs at the University of Alabama from 1970 to 1971. She taught in Mexico City, Mexico, at Colegio Americano, an American International School, from 1971 to 1972 as a mathematics coordinator and instructor. Bowyer served as a temporary instructor of mathematics at Memphis State University from September to December 1972. She then came to Shelby State Community College where she began work as a part-time instructor of mathematics from January to June 1973; an assistant professor of mathematics and methodology from 1973 to 1974; head of the department and assistant professor of mathematics and methodology from 1974 to 1978; a coordinator of multicultural studies from 1975 to 1978; interim president from July 1981 to October 1982; and dean of instruction and associate professor of mathematics and methodology from 1978 to 1984. On November 5, 1984, Bowyer became interim president of DSCC until she was appointed as president on May 1, 1986.

Dr. Bowyer earned a Ph.D. in mathematics education from the University of Alabama, a Master's Degree in mathematics from Rutgers, The State University of New Jersey, and a Bachelor of Arts in mathematics and German from Knox College, in Galesburg, Illinois. Given her professional training and professional service as a mathematician and her long and distinguished service to both the State of Tennessee and Dyersburg State Community College, it is honorable and appropriate to recognize Dr. Karen A. Bowyer with this honor.

(2) This honor must be reserved for individuals of recognized accomplishment and character.

Dr. Bowyer has served on professional boards in various capacities including President, Tennessee College Association; Chair, Northwest Tennessee P-16 Council; past Chair and Vice President of Education for the Dyersburg/Dyer County Chamber of Commerce; member of the Dyersburg Kiwanis Club; Board member for the Heart of the South Girl Scout Council; past Chair of the Committee on Latin American Schools of the Southern Association of Colleges and Schools (SACS); member of the Executive Council of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Board of Trustees; honorary Chair, West Tennessee Girl Scouts Heart of the South 100th Anniversary; past Chair of the West Tennessee United Way Board; Chair of Fund Raising for the Dyer County Chapter of the American Red Cross in 2011-12 and current Board member; past member of the Board of Directors of WLJT-TV (public television); past member of the National Advisory Committee on Institutional Quality and Integrity for the U.S. Secretary of Education; and past Chair of the Dyer County YMCA Board of Directors. She graduated from Leadership Memphis in 1983 and from the Dyer County Leadership Program in 1997. Bowyer was also a member of the Founding Board of Directors for the WestStar Program.

Last year, Tennessee Board of Regents Chancellor Flora W. Tydings stated, "Dr. Bowyer has served Dyersburg State Community College as president for 37 years—more than two-thirds of the college's history—and has never once waived in her absolute devotion and commitment to her students and their success – and by extension, the success of Northwest Tennessee. That commitment and her remarkable combination of stability and innovation have made Dyersburg State one of the finest colleges in Tennessee and the nation. She is revered and respected by her peers, and shares her experience and wisdom graciously."

(3a) The historical significance of the contribution of the individual.

After becoming interim president in 1984 and president in 1986, Dr. Bowyer led DSCC through significant growth. When she started, the College consisted of only its Dyersburg campus, but Bowyer spearheaded the development of off-campus centers in Covington and Trenton. She was instrumental in opening the Gibson County Center in 1991 and the Jimmy Naifeh Center at Tipton County in 1996. The first year of Bowyer's tenure at DSCC included a graduating class of 83 students. In Spring 2020, the College had more than 400 graduates. Enrollment grew during her tenure, peaking at 3,751 in 2011-12.

Bowyer began the College's first Annual Fund Campaign in 1985-86. Over the past 36 years, these campaigns have raised approximately \$32.9 million dollars. She spearheaded the DSCC Foundation, which was chartered in 1988, and began raising money for an endowment fund that now totals over \$10.9 million. "Dr. Bowyer's vision and strategic leadership for the DSCC Foundation has played a large role in its success. As we reflect on her dedication and service, many students have benefited from her relentless approach to fundraising. She has truly made a lasting impact, and for that, we all are thankful," stated Jeff Agee, DSCC Foundation President. Over the years, she has received recognition for her service and dedication to various organizations through awards presented to her such as "Woman of the Year" in 1984 by the Laurelwood Business and Professional Women's Club; "Woman of the Year" in 1987 and 2007 by the Dyersburg/Dyer County Chamber of Commerce; "Woman of Distinction" in 1992 by the Reelfoot Girl Scout Council; the National Council of Instructional Administrators Outstanding Service Award in 1993; "One of 20 West Tennessee's Most Influential Women" Sterling Award in 2010; and a Meritorious Service Award from SACSCOC in 2010. She was awarded an honorary doctorate from Knox College in 1995 and from Southern College of Optometry in 2004. In addition, Bowyer became the first female college president inducted into the Tennessee Community College Athletic Association (TCCAA) Hall of Fame in 2019. She has presented or written 44 programs, chapters and publications. An abbreviated list is provided below.

Assessment in Practice, Trudy W. Banta and Associates. Karen A. Bowyer, Case Study entitled, "Efforts to Continually Improve a Nursing Program," Jossey-Bass, 1996.

- Presentation at the Sixth International Conference on Assessing Quality in Higher Education, Karen A. Bowyer, "Designing and Implementing a Systematic Institutional Effectiveness Plan in a Community College, Hong Kong, July 1994.
- Proceedings of the Fifth International Conference on Assessing Quality in Higher Education, Karen A. Bowyer, chapter entitled, "Assessment Has Made a Difference at Dyersburg State Community College," presented at the Gustav-Stresemann Institute, Bonn, F.R. Germany, July 1993.
- Dilemmas of Leadership*, George B. Vaughan and Associates. Karen A. Bowyer, Chapter entitled, "Business and Community Linkages," Jossey-Bass, 1992.
- Fostering a Climate for Faculty Scholarship at Community Colleges*, Karen A. Bowyer, Chapter entitled, "The Role of the Community College President in Promoting and Rewarding Faculty Scholarship," American Association of Community and Junior Colleges, 1992.
- "The Use of Assessment to Determine Instructional Effectiveness," Occasional Paper, Southern Association of Community, Junior and Technical Colleges, Vol. 8, No. 2, October, 1990.
- "Women Who've Made It: Advice for Others," presentation made at the 1990 Women's Conference, sponsored by the Tennessee Planning Committee, the National Identification Program for the Advancement of Women in Higher Education and the American Council on Education, Clarksville, TN.
- "Cultural Diversity and Global Interdependence: Imperatives for Teacher Education," International Yearbook on Teacher Education, 1986, Carlton H. Bowyer and Karen A. Bowyer, Chapter entitled, "Basic Skills Development: Issues in Critical Thinking."
- "SACS: Visiting Evaluation Teams: Their Role and Composition," Chief Administrators Conference for Latin American School Directors, sponsored by The Inter-Regional Center, New Orleans, LA, December 1985.
- Proceedings of the XXIX World Assembly of the International Council on Education for Teaching, Rome, Italy, 1982, "Teacher Education and the World of Work: A Curriculum Approach: United States (Excerpts)," Carlton H. Bowyer and Karen A. Bowyer, pp. 161-162.
- Elementary Mathematics, publication of the materials prepared for an Elementary Mathematics Workshop, October 7-12, 1974 in Bogota, Colombia, Interregional Center for Curriculum and Materials Development, Barranquilla, Colombia, 1975.
- Dittmer, Karen and Anita de Hernandez, "Colegio Bolivar, 11 Teaching Overseas: The Caribbean and Latin American Area." Barranquilla, Colombia, Interregional Center for Curriculum and Materials Development, Barranquilla, Colombia, 1972, pp. 11-15.
- "Guidelines for Developing a Mathematics Laboratory," Ph. D. Dissertation, 1971, University of Alabama.

(3b) The association of the individual with the building.

Regarding the history of the current DSCC Mathematics Building, it was initially the Learning Resource Center (LRC). The original LRC was part of the first five buildings constructed on the DSCC campus beginning in 1967. The first classes were held in the Fall of 1969. In 1992, a proposal was requested for the TBR capital projects list for a new LRC building and renovation of the existing building. The current building would later be known as the DSCC Mathematics Building. Unfortunately, this project phase only funded the conceptual ideas; it was not until 2004 the project was fully funded the project at \$10.1M.

Construction for the new LRC began in October 2005. This project was a concept of Dr. Karen A. Bowyer. With hard work and persistence, she was able to acquire funding and consider building concepts. In May 2007, phase II of the LRC project (SBC# 166/017-01-92c) began, with the objective to renovate the old LRC into our new DSCC Mathematics Building. It opened for classes in the Spring of 2008. In 2009 the designer, McGhee-

Nicholson-Burke Architects, of Memphis, won an award, sparked by Dr. Bowyer's vision, for our new addition to the campus for the design and creativity of masonry products.

As mentioned previously, Dr. Bowyer's career in education began with her service in the mathematics discipline. She traveled overseas to serve as a mathematics department coordinator and instructor at Colegio Bolivar, Cali, in Colombia, South America, from 1967 to 1970. Upon returning to the United States, she became a graduate assistant of international programs at the University of Alabama from 1970 to 1971. She taught in Mexico City, Mexico, at Colegio Americano, an American International School, from 1971 to 1972 as a mathematics coordinator and instructor. Bowyer served as a temporary instructor of mathematics at Memphis State University from September to December 1972. She then came to Shelby State Community College where she began work there as a part-time instructor of mathematics from January to June 1973; an assistant professor of mathematics and methodology from 1973 to 1974; head of the department and assistant professor of mathematics and methodology from 1974 to 1978; and later associate professor of mathematics.

As a mathematician herself, Dr. Bowyer shares the DSCC Math Department's enthusiasm and fascination for the discipline of mathematics. Having taught mathematics, she understands the importance of student success in mathematics courses as they progress on journey in higher education. It is only appropriate that the DSCC Math building be named to commemorate her work as DSCC President and mathematics educator.

These examples of her influence to propose and fundraise for new LRC and DSCC Mathematics renovation in addition to her service and recognition from the naming committee, as well as leaders of the College who worked closely with Dr. Bowyer throughout the years are evidence and support of the committee's unanimous decision to advance our request for naming the DSCC Mathematics Building in honor of Dr. Karen A. Bowyer for her significant contributions in higher education and to DSCC. Therefore, it is my privilege to recommend for your consideration that the Mathematics Building on the Dyersburg Campus of Dyersburg State Community College be named the Dr. Karen A. Bowyer Mathematics Building.

Sincerely,



Scott Cook
President

**Resolution of Appreciation for the
Service of Mr. Jerry S. Young
to the Tennessee Board of Regents**

WHEREAS, Jerry Young is a native of Sparta, Tennessee and served five years in the United States Navy. He was promoted to Petty Officer First Class and graduated in the Top 10 percent of the Electronics Technician Class A School Great Lakes Naval Training Center, receiving a commendation from the Commanding Officer. He was awarded the Naval Expeditionary Medal for participation in three military campaigns; the Battle Efficiency Medal, Good Conduct Medal, Marksmanship Medal, and two Naval Sea Service Ribbons; and

WHEREAS, he earned a Bachelor of Science Degree from Excelsior College, and a Master's Degree from University of the Cumberlands; and

WHEREAS, he was employed at the Crossville State Area Vocational Technical School as an Electronics Technology instructor from 1988-2005; served as an active member representing Tennessee in the International College Electronics Teachers Association Core Curriculum Committee; served as chair of the Tennessee Technology Center Electronics Technology Program Curriculum Committee; was selected as the Tennessee Technology Center Instructor of the Year in year 2000; and was a finalist in 2001 for ATEA Outstanding Technical Teacher of the Year; and

WHEREAS, he served as Assistant Director of the Tennessee Technology Center at Crossville from 2005-2014; served as statewide chair for the HVAC-R Technology and Electronics Technology Curriculum Committees; served as SkillsUSA Campus Advisor, and served as Statewide Coordinator for disbursing SkillsUSA awards; and

WHEREAS, he served as the Director of the Tennessee College of Applied Technology (TCAT) Crossville from 2014-2017, and under his leadership, the college increased student enrollment over thirty percent within two years, increased evening program offerings, increased dual credit agreements in multiple counties, initiated a capital building project for the addition of a Diesel Repair Technology Program; and

WHEREAS, he served as President of TCAT Morristown from 2017-2022, and under his leadership the Workforce Development Promise Foundation was created; dual enrollment substantially increased in all counties served; multiple full-time programs at satellite campuses and main campus were added; the Advanced Manufacturing Facility capital building project exceeding \$14 million was completed; funding for property purchase adjacent to the main campus for future expansion was raised; an articulation agreement with Northeast State Community College for the Aviation Maintenance Technology Program was signed, and school operations were aligned to match the Systemwide Shared Services Initiative. In addition, he assisted in Tennessee Economic Development projects that brought Van Hool, OshKosh Defense, RMC Advanced Technologies, and Greenworks to the college's service area; and

WHEREAS, he has completed the TCAT Leadership Program and served in numerous leadership roles with the Tennessee Board of Regents System through his service on several sub-councils and committees; and

WHEREAS, he has demonstrated his commitment to students throughout his career; served as a volunteer Tennessee Promise Mentor, exhibited the attributes of a true SkillsUSA Champion by supporting

and encouraging participation among students and advisors alike; inspired student leadership efforts on the campus; and promoted membership in the National Technical Honor Society; and

WHEREAS, he shall be missed by colleagues, faculty, staff, students and alumni of TCATs Morristown and Crossville; community leaders, and the Tennessee Board of Regents and its staff; and

Now, THEREFORE, BE IT RESOLVED that the Tennessee Board of Regents gratefully expresses sincere appreciation to Mr. Jerry S. Young for his outstanding contributions and leadership to the system and particularly his students and wishes him the very best in his retirement.

BOARD TRANSMITTAL

MEETING:	Quarterly Board Meeting
SUBJECT:	Recommendation of President of TCAT Morristown
DATE:	March 31, 2022
PRESENTER:	Chancellor Flora W. Tydings
PRESENTATION REQUIREMENTS:	10 minutes
ACTION REQUIRED:	Roll Call Vote
STAFF RECOMMENDATION:	Recommend Approval

The Board approved the search criteria and recruitment for the next president at TCAT Morristown on December 20, 2021. The 18 member search committee was comprised of faculty, staff, alum, students, and community members, as well as Board Members.

The committee met for the first time on January 10 and reviewed 12 applicants with experiences all across the country. Virtual interviews took place on February 14. Two candidates participated in on-campus and open forum interviews on March 14.

After careful consideration of the feedback received, Chancellor Tydings will recommend the next president of TCAT Morristown.

Susanne Cox

Education

2019 – Tennessee State University

*Master of Education, Instructional Leadership: Career and Technical Education
Concentration*

2005 – Tusculum University

Bachelor of Science, Organizational Management

Experience and Duties

Tennessee College of Applied Technology Morristown

Vice President

2014 – Present

- Provide executive leadership for all campus operations at each location in absence of college President
- Responsible for the efficient daily operations of the college which encompasses oversight to each campus department - Student Services, Business Office, Facilities, and Instruction
- Provide leadership and oversight to main and off-site campuses to include:
Main campus: 16 full-time programs and additional part-time evening programs;
Hawkins county campus: 4 full-time programs and part-time evening programs;
Greene County campus: 7 full-time programs and part-time evening programs; and
Satellite nursing programs in Claiborne, Cocke, and Greene counties
- Responsible for planning, organizing, coordinating, marketing and directing institutional programs at all campus locations
- Collaborate with college president on strategic planning, master plan, and future direction for overall institutional growth
- Contribute insight into the development of strategies and vision for future growth opportunities to include sharing the institutional vision with local, state, and national representatives to establish support for the future of the college
- Work in concert with campus President in fundraising efforts and events
- Oversee implementation of campus security plan
- Expand campus risk assessment initiatives to evaluate effectiveness of internal controls, mitigate risk, and ensure compliance of associated policies, laws, and regulations
- Supervise 55 full-time faculty and staff members and 75 part-time faculty and staff members
- Coordinate with instructional staff to identify/meet programmatic and student needs including curriculum development, curriculum modification, and procurement needs

- Supervise college departments including business/human resource operations, student services, facilities, and instruction
- Responsible for fiscal operations to include preparation of college budget approximately \$12 million, fixed asset inventory, procurement, and contracts
- Supply oversight and coordination of capital building, maintenance, and renovation projects to include research and submittal of proposals for new buildings, renovations, expansions at all locations - Most recent \$14 million Advanced Manufacturing Facility and current Master Plan renovations
- Foresee future campus renovation projects and oversee the development and submission of projects to TBR facilities department, as well as, collaborate with associated constituents throughout implementation and project completion
- Work with business and industries, community stakeholders, state agencies, and external organizations concerning workforce development and community needs
- Create plan for the implementation of COVID-19 safety protocols and procedures and serve as campus COVID-19 liaison
- Develop plan for implementation of Higher Education Emergency Relief Funds to counteract the effect of COVID-19
- Facilitate student disciplinary hearings regarding attendance and academic matters
- Serve as campus accreditation liaison in achieving/maintaining institutional accreditation standards which includes all required documentation submittals, collaboration with accrediting body, and coordinating approvals through Tennessee Board of Regents
- Serve on accreditation team visits to maintain and strengthen knowledge of accreditation matters
- Direct the development and implementation of new programs, program modifications, and program relocations which encompass all aspects of program startup for new programs or changes necessary for existing programs at all locations
- Provide guidance to instructional staff on program specific accreditation attainment/renewals
- Spearhead the development and implementation of campus-wide in-service activities for faculty and staff
- Serve as statewide curriculum chair for the Computer Aided Design Technology program of study and evaluate curriculum/programmatic needs
- Work in concert with President on implementation of Achieve the Dream strategy to improve student success and expand diversity, equity, and inclusion efforts
- Direct campus Equal Employment Opportunity/Affirmative Action (EEO/AA) efforts to ensure compliance of the statutes, regulations, policies, and guidelines therewith
- Assist Business and Industry/Grant Coordinator on workforce development initiatives, dual enrollment opportunities, and grant proposals or implementation of acquired grants
- Serve alongside community partners on the local Chamber of Commerce Board of Directors to promote economic development and support Industrial board, local community college, and secondary school system

Tennessee College of Applied Technology Morristown

Financial Aid Coordinator

2012 – 2014

- Provided leadership and supervision for the campus financial aid department to ensure student aid packages were awarded proficiently
- Drafted campus wide financial aid internal policies and procedures manual to safeguard student aid programs were administered according to relevant U.S. Department of Education guidelines
- Conducted training for new and current financial aid staff and directed professional development opportunities
- Developed and implemented departmental financial aid contingency plan to enhance risk management
- Determined students' financial aid eligibility
- Assisted with the processing of federal and state aid programs
- Counseled students regarding available financial aid assistance programs
- Reviewed and analyzed financial needs of students
- Gathered information necessary for financial aid packaging
- Provided follow-ups and resolved issues where needed
- Prepared Return of Title IV calculations according to U.S. Department of Education guidelines
- Reconciled all federal and state student aid accounts in accordance to U.S. Department of Education regulations
- Attended several professional development financial aid training sessions annually
- Collaborated with internal and external auditors and provided documentation as requested

Tennessee College of Applied Technology Morristown

Student Services Support Associate

2010 – 2012

- Provided guidance to current and prospective students concerning admissions and financial aid
- Assisted with new student orientation, registration, and graduation
- Assisted with the administration of federal and state financial aid programs
- Completed multiple financial aid and student services related reports as needed
- Processed federal work-study payroll
- Various other duties as requested by President and Student Services Coordinator

Tennessee College of Applied Technology Morristown

Business Office Support (part-time)

2005 - 2010

- Mentored and trained Business Office Manager in all aspects of campus business services and human resources to encompass payroll, purchasing, accounting, contracts, employee services and recruitment
- Assisted in all areas of business services and human resources such as payroll, purchasing, accounting, contracts, employee services- Benefits and personnel procedures, and bookstore operations

Tennessee College of Applied Technology Morristown

Business Office Manager

2000 – 2005

- Provided oversight and coordinated day-to-day operations for the functions of business services and human resources to include: payroll, procurement, accounting, contracts, various other fiscal services, and employee services
- Supervised business office personnel
- Completed human resource functions for all employees to include: employment recruitment/advertising opportunities, coordinated interviews and provided related documentation, new employee orientation, terminations, health, dental, and life insurance benefits, retirement benefits, employment contracts, educational assistance programs, and employee assistance program
- Maintained employees' vacation/sick leave and completed monthly reports
- Prepared part-time payroll
- Reconciled accounts receivable monthly
- Facilitated student registrations for full-time day and evening programs
- Completed assorted financial reports as requested
- Collaborated with internal and external auditors as needed and provided documentation as requested
- Assisted Vice President with procurement bids and various other duties as requested
- Served instructional staff and other campus departments as needed

Tennessee College of Applied Technology Morristown

Bookstore Clerk/Technical Clerk/Admin.Assistant to President

1990 - 2000

- Operated and managed bookstore
- Conducted and managed bookstore inventory
- Assisted auditors as needed and provided documentation as requested
- Prepared purchase requisitions and assisted Vice President with equipment bids
- Assisted Vice President with various duties/reports as requested
- Processed and reconciled accounts 'receivable monthly

- Processed student registrations for full-time day and evening programs
- Provided administrative support and completed various reports for President as requested
- Provided written correspondence for staff and faculty as requested by President

Professional Development

- Currently serving on Board of Directors – Morristown Area Chamber of Commerce (2022)
- Selected and completed Tennessee Higher Education Commission Innovation and Fellows Leadership Program (2020)
- Served as a member of the Tennessee Board of Regents Academic Sub-Council Committee (2019-2020)
- Served as Council Secretary on the Tennessee Board of Regents Academic Sub-Council Committee (2019)
- Served on Foundation Committee to establish and launch the first Tennessee College of Applied Technology Morristown Foundation (2019)
- Partnered with Walters State Community College in the implementation of the Recruiting Hispanics to Achieve (RHiTA) program based off the Student Engagement, Retention and Success (SERS) grant from Tennessee Board of Regents (2018)
- Completed Leadership Morristown Program (2017)
- Completed Tennessee College of Applied Technology Leadership Academy (2014)