

**Tennessee Board of Regents**  
***Committee on Personnel and Compensation***  
May 28, 2025

**AGENDA**

**1. Review and Approval of President Emeriti Contracts (*Lapps*)**

The community colleges request the review and approval of six (6) individuals to be appointed President Emeritus for the fiscal year 25-26.

**2. Review and Approval of Faculty Emeriti (*Reed*)**

Seven (7) faculty emeritus candidates are being recommended to the Board for consideration and approval.

**3. Review and Approval of System-Wide Compensation Strategies (*Fox*)**

System-wide compensation strategies for the state salary pool of 2.6% is proposed, as well as future college funded increases.

- *This meeting will include members of the Tennessee Board of Regents who are participating by electronic means of communication and will be live-streamed and archived on the TBR website at <https://www.tbr.edu/board/may-2025-committee-chairs-personnel-compensation-and-audit-committee-meetings>.*
- *Persons who want to request to address the Board may follow the process authorized by [TBR Policy 1.02.12.00 – Requests to Address the Board](#).*

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BOARD TRANSMITTAL

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MEETING: Committee on Personnel and Compensation

SUBJECT: 2025–2026 Presidents Emeritus Contracts

DATE: May 28, 2025

PRESENTER: Brian Lapps, General Counsel

PRESENTATION  
REQUIREMENTS: 5 minutes

ACTION REQUIRED: Roll Call Vote

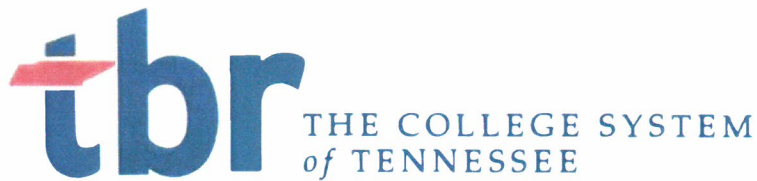
STAFF  
RECOMMENDATION: Recommend Approval

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BACKGROUND INFORMATION:

Per requirements to be compensated as President Emeritus (T.C.A. § 8-36-714) and TBR Policy 5.01.03.00 Retirement, those serving as President Emeritus must file a report for the previous year's work (approved by the sitting President), and a copy of the contract for the next fiscal year's work, for approval by the board. **Renewal of contracts is subject to availability of institutional funding.** Attached are the certification of work forms for 2024-2025 and work contracts for 2025-2026 submitted for your review and approval for the following:

Dr. Karen Bowyer – Dyersburg State Community College  
Dr. Jack Campbell – Walters State Community College  
Dr. Nathan Essex – Southwest Tennessee Community College  
Dr. Frank Glass – Motlow State Community College  
Dr. Rebecca Hawkins – Columbia State Community College  
Dr. William Locke – Northeast State Community College



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NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS

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TO: Dr. Karen Bowyer  
P.O. Box 241265  
Memphis, TN 38124

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 July 1, 2025, at a monthly salary of \$3,029.80, 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 July 1, 2025, to June 30, 2026. 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:
  - 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 president, provide guidance on regional relationships, government affairs, partnerships, and workforce development opportunities.
  - At the invitation of the president, and as able, attend and support College activities and events.
  - Support initiatives of the Dyersburg State Community College Foundation.
  - Upon request, serve as a consultant to regional chambers of commerce and economic development entities on matters concerning education and workforce development.
  - Serve as the putter at the annual golf tournament, if available.

- Organize the annual Martin Luther King Jr. community event.
  - Update the written history of the college.
  - Work specifically with attorneys, representatives of insurance agencies, bankers, accountants, investment managers, and financial planners 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. In order to provide for the efficient allocation of work, all requests by employee for assistance from or access to college personnel must be initiated through the President, and absent extraordinary circumstances, must be made at least seventy-two (72) working hours in advance.
  6. 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.
  7. This appointment does not include any assurance, obligation, or guarantee of subsequent employment.
  8. This agreement may be terminated without prior notice.
  9. 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.
  10. You are required to notify the President should you become employed at another state agency/institution.
  11. You must reside in Tennessee at the time of your initial appointment and at the time of any subsequent appointment.
  12. 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.



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

Karen A. Bonjer

APPOINTEE

4/28/2025

DATE

**An Equal Opportunity Employer**

Smr [Signature]

PRESIDENT

4/28/2025

DATE

\_\_\_\_\_  
CHANCELLOR

\_\_\_\_\_  
DATE

## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for

Dyersburg State Community College

Institution(s).

*(Please type your report and attach it to this work sheet)*

I spent at least 182 hours performing the work but less than 120 days.

Karen A. Bowyer

President Emeritus

4/28/2025

Date

I have reviewed the work of Karen Bowyer for 2024-2025 and I am satisfied that it was well performed.

Sm  
President

4/28/2025  
Date

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Date

President Emeritus Report  
Dyersburg State Community College

July 1, 2024 – April 30, 2025

1. 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.

As the retired president of DSCC I continue to have opportunities to let professionals, community leaders, friends, current and retired faculty and staff members know that I think that Dr. Scott Cook is doing a great job as he continues to develop the College. I continue to have medical and dental appointments in Dyersburg. Those professionals always ask me how things are going at DSCC. I assure them that the College is in excellent hands and that it continues to grow and improve services to the people of West TN.

On November 18, 2024, when Dr. Cook and I took a tour of Trenton Mills with the owner and generous donor to DSCC, Richard Donner, I let Mr. Donner know about the many accomplishments of Dr. Cook at the College.

During meetings that Dr. Cook and I have had with donors to the College over the past 12 months I have let the donors know about the accomplishments and improvements that Dr. Cook has made at DSCC.

During the TBR Quarterly Board Meeting at DSCC on September 20, 2024, I had an opportunity to thank Dr. Cook for recommending me for the Regents Award for Excellence in Philanthropy and to thank the Board for approving me for that Award. During my comments I stated that it was a pleasure to work with Dr. Cook as we met with donors. I also let the Board members and those attending know that I thought Dr. Cook was doing an outstanding job as President of DSCC.

2. At the request of the president, provide guidance on regional relationships, government affairs, partnerships, and workforce development opportunities.

On January 13, 2025, I prepared a report for Dr. Cook about federal grants received by DSCC and their impact over the years that I served as president.

3. At the invitation of the president, and as able, attend and support College activities and events.

Events that I attended at the invitation of Dr. Cook were the following: Commencement on May 4, 2024; Smart Women Group Luncheon sponsored by First Citizens National Bank and hosted by DSCC on June 11, 2024; Dinner Meeting of the DSCC Foundation Board of Directors on July 30, 2024; Visitation for former DSCC Dean of Students Sam Lee on August 9, 2024; TBR Quarterly Board Meeting at DSCC on September 19-20, 2024; DSCC Student Leadership Academy on September 23, 2024; DSCC Reception to celebrate the 10<sup>th</sup> Anniversary of the Joint County and College Library at the DSCC Jimmy Naifeh Center on September 30, 2024; Luncheon with member of the DSCC Class of 1971 to celebrate DSCC's 55<sup>th</sup> Anniversary; DSCC Golf Tournament on November 1, 2024; Requested and picked up Silent Auction items on November 8, 2024, from Theatre Memphis and Erling Jensen's Restaurant in Memphis for

the DSCC Boots and Bow Ties Event; Concert by the Paul Brock Band from Ireland at the Jimmy Naifeh Center; Boots and Bow Ties Celebration of the 55<sup>th</sup> Anniversary of DSCC on November 9, 2024; Christmas Concert of the Dyersburg Choral Society and the DSCC Choir on December 5, 2024; Art Exhibit Reception at the Jimmy Naifeh Center (JNC) on December 9, 2024; Very Merry Tea in the LRC on the Dyersburg Campus on December 14, 2024; Meeting with Jorge Cruxent about his art work at the JNC on December 17, 2024; Memphis Symphony Orchestra and Chorus Performance in the DSCC E. H. Lannom, Jr. Gymnasium on December 20, 2024; Martin Luther King, Jr. Luncheon at DSCC on January 17, 2025; Phi Theta Kappa Meeting on January 25, 2025; Funeral of long-time DSCC supporter, Jack Todd, on February 8, 2025; Funeral of the mother of a long-time DSCC faculty member and Vice President, Dr. Kay Patterson; Alumni Day and Basketball Game on March 1, 2025; Promethean Foundation Advisory Committee Dinner in Union City on March 4, 2025; Naming of the DSCC Baseball Field in honor of Jeff Agee on April 12, 2025.

4. Support initiatives of the Dyersburg State Community College Foundation.

I have named the DSCC Foundation as a beneficiary of a major part of my qualified investments. I continue to contribute to the DSCC Foundation and the DSCC Annual Fund. In January 2025, I contributed \$5000 to the Foundation and \$1000 to the Annual Fund. I was a Gold Sponsor of Boots and Bow Ties Celebration of DSCC's 55<sup>th</sup> Anniversary and a Sponsor of the performance of the Memphis Symphony Orchestra and Chorus on December 20, 2024. On July 30, 2024, I received the Regents Award for Excellence in Philanthropy. As of February 2024, I had a cumulative giving total of \$197,419.38 to DSCC. Over the past year Dr. Cook and I have met with major donors such as Mary Adcock, Elaine Crown and Mrs. Jack (Mary) Todd to keep them informed about the College's accomplishments.

5. Upon request, serve as a consultant to regional chambers of commerce and economic development entities on matters concerning education and workforce development.

Dr. Cook and I attended the Dyersburg – Dyer County Chamber of Commerce Ribbon Cutting for the new accessible Amtrak Platform at the Newbern Station on May 21, 2024.

I send Dr. Cook articles from the Commercial Appeal and The Daily Memphian to keep him informed about economic developments in Shelby County that may lead to the development of new courses and programs at the DSCC Jimmy Naifeh Center in neighboring Tipton County.

6. Serve as the putter at the annual golf tournament, if available.

I was the putter for the DSCC Golf Tournament on November 1, 2024. I planned to play in the DSCC Henry County Golf Tournament on April 11, 2025, but it was postponed due to flooding in the area until June 27, 2025. I paid \$100 to sponsor a hole at the Tournament.

7. Organize the annual Martin Luther King Jr. community event.

Dr. Cook invited State Representative Johnny Shaw to be the speaker. I attended the event.



8. Update the written history of the college.

During this past year I have worked on a history of the extraordinary Music Program at DSCC and on the history of the Animal Exhibit in the Glover Building on the Dyersburg Campus.

On May 16, 2024, I met with Tracy and Joan Latham, two members of the Dyersburg Choral Society which is supported by the College. In 1979, Tracy and Joan met with DSCC Music Faculty Member, Carol Feather, to begin the choral group which included DSCC students and members of the community. The Director is a DSCC employee. Rehearsals are held at the College. Since 1979, there have been two concerts each year for the past 46 years. Tracy and Joan have sung at all of these 92 concerts. They provided me with programs from each concert and other memorabilia. I am using this material to prepare a written history of the DSCC Music Program.

Dr. Scott Cook and I participated in an interview that was videotaped for the DSCC Archives to document the acquisition of the Animal Exhibit. On May 21, 2024, we interviewed Dr. Mary Stuart David, the daughter of Dr. Walter David. Dr. Walter David brought home trophies from his successful big game hunting trips to Africa, Mexico, and Alaska which are displayed in the lobby of the Glover Building. This exhibit was shown on the television show, Tennessee Crossroads.

9. Work specifically with attorneys, representatives of insurance agencies, bankers, accountants, investment managers, and financial planners 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.

Dr. Cook has asked me to prepare and deliver proposals for prospects for planned giving, and to continue to meet with professionals such as attorneys, financial planners, and bankers to educate them regarding planned giving to the DSCC Foundation. In my meeting with the professionals and the prospects I delivered and reviewed the following materials with them: DSCC Annual Report, Alumni News, the Planned Giving Rack Card, and the Planned Giving Brochure.

Over the past year I have met with the following professionals.

**Attorneys**

Sara Brasfield Carter, Tipton County, to check on the estate of Eunice Buchannan on November 12, 2024

Molly Williams, Dyer County, on April 21, 2025.

**Financial Planners**

Bill Boehmler, Baird Private Wealth Management, Dyer County, on August 22, 2024, to discuss a planned giving proposal for him and his wife, Judy. Later in the fall, Bill and Judy contributed \$25,000 to the DSCC Foundation.

**Bankers**

Judy Long, CEO of First Citizens National Bank. Dr. Cook and I presented a planned giving proposal to her on April 9, 2025.

Rachel Anders, Assistant Vice President and Trust Officer, First Citizens National Bank  
Mary Evelyn Ramsey, Vice President and Personal Trust Officer, First Citizens National Bank (FCNB)



The two trust officers met with Dr. Cook and me on April 9, 2025, to begin the transfer of assets of the Dale F. Glover Trust Fund from the FCNB Trust Department to the DSCC Foundation.

**The following long-time DSCC Annual Fund donors received proposals during in-person meetings with Dr. Cook and me. During the meetings we asked them to consider making a planned gift to the DSCC Foundation.**

Bob Kirk on May 28, 2024. Bob told us that he would not be able to make a planned gift at this time.

Carol Harris on August 5, 2024.

John Ford of Ford Construction, August 8, 2024.

Reviewed Proposal from November 7, 2023, with Paul Rose on August 8, 2024. He contributed \$25,000 on December 9, 2024, to establish the Paul and Nancy Rose Endowed Scholarship Fund.

Emma Reynolds on August 21, 2024.

Julie Frazier on August 21, 2024.

Bill and Judy Boehmler on August 22, 2024. Bill and Judy contributed \$25,000.

David and Mary Elizabeth Huges on August 22, 2024.

Byron Smith on October 17, 2024.

Danny Walden on October 17, 2024.

Dr. Cook and I had dinner with Darrell Sells on October 17 to discuss planned giving. We will prepare a proposal for him at a later date.

On November 12, 2024, I sent King Roger, III, a reminder of an earlier proposal which I presented to him in March 2024. He agreed to add \$33,000 over a three-year period to an Endowed Scholarship in memory of his parents. On December 12, 2024, he contributed \$15,000 with \$12,500 designated for the Endowed Scholarship and \$2500 for the DSCC Annual Fund.

Robert and Cindy Jones on November 12, 2024. They contributed \$36,000 on December 20, 2024, to establish an Endowed Scholarship in memory of their son.

On December 18, 2024, the DSCC Foundation received \$6000 from Dr. Mary Stuart David in response to a proposal presented to her on October 23, 2023, and a follow-up lunch meeting on June 5, 2024.

On December 21, 2024, Joe and Katherine Griggs responded to a proposal that I had given them on December 1, 2023. As suggested in the proposal they pledged \$80,000 to establish the Joe Griggs, Jr. and David Marley Griggs Memorial Endowed Scholarship in

memory of their deceased sons. They contributed \$25,000 on February 28, 2025, the first of three installments. They plan to pay \$25,000 in 2026 and \$30,000 in 2027

Dave and Gara Strong on March 4, 2025.

Steve and Patty Williams on March 5, 2025.

Judy Long on April 9, 2025. She indicated during the meeting that she would set up an endowed fund.

Joe and Brooke Emery on April 9, 2025. They indicated that they would do something. The proposal suggested setting up an endowed fund of \$10,000.

Molly Williams on April 21, 2025.

Kari Luckey on April 23, 2025. Kari represented D and B Properties who own and operate 23 Sonic restaurants. Kari is a member of the DSCC Foundation Board of Directors.

Missy Smitheal on April 23, 2025.

In summary, these meetings have resulted in pledges and/or payments of \$205,000.

King Rogers, III	\$33,000
Dr. Mary Stuart David	\$ 6,000
Paul and Nancy Rose	\$25,000
Bob and Cindy Jones	\$36,000
Joe and Katherine Griggs	\$80,000
Bill and Judy Boehmler	\$25,000

Dr. Cook and I will follow up with the ones who have not responded. In many of the meetings the prospects indicated that they would do something.

1. In order to provide for the efficient allocation of work, all requests by employee for assistance from or access to college personnel must be initiated through the President, and absent extraordinary circumstances, must be made at least seventy-two (72) working hours in advance.

I have made requests for assistance through Dr. Cook at least 72 working hours in advance.

2. 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.
3. This appointment does not include any assurance, obligation, or guarantee of subsequent employment.

4. This agreement may be terminated without prior notice.
5. 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.
6. You are required to notify the President should you become employed at another state agency/institution.

I am not employed at another state agency/institution.

7. You must reside in Tennessee at the time of your initial appointment and at the time of any subsequent appointment.

I reside at 135 Mary Ann Drive in Memphis, TN.

8. 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.

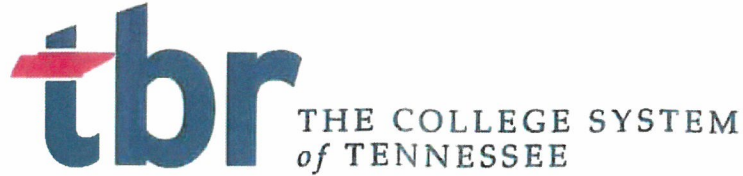
I have worked no less than 182 hours during the 2024 – 2025 year. Due to the timing of the reports, the activities are documented from May 1 through April 30 of each year.

*Karen A. Bowyer*

Karen Bowyer

April 28, 2025





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**NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS**

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**TO:** Dr. Jack Campbell  
7230 Stagecoach Road  
Whitesburg, TN 37891

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Walters State Community College for a period beginning July 1, 2025, at a monthly salary of \$2,362.17, 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 July 1, 2025, to June 30, 2026. 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:
  - ❖ Provide consultation and special assistance to the Walters State President and TBR Chancellor.
  - ❖ Serve as ambassador for the college on a continuous basis.
  - ❖ Assist college President and staff with campus development, Foundation activity and fundraising.
  - ❖ Provide support in inter-institutional, governmental, legislative, and community relations.
  - ❖ Assist as needed with the completion of selected capital projects.
  - ❖ As requested, represent the President and the college at selected functions and professional meetings.

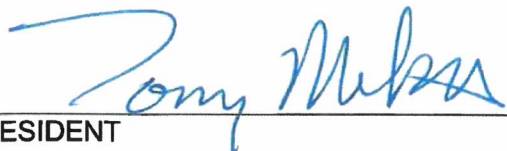
- ❖ Recruit students and provide advice to prospective students and their parents.
  - ❖ Promote higher education, the TBR, and WSCC on a continuous basis.
5. As a part-time employee, you are not eligible for employment benefits (retirement credit, state insurance plan, annual or sick leave, holiday 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 141.7 hours.

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

 4-9-25  
APPOINTEE DATE

**An Equal Opportunity Employer**

 4/9/25  
PRESIDENT DATE

\_\_\_\_\_  
CHANCELLOR DATE



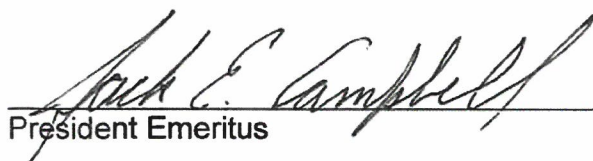
## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for

Walters State Community College Institution(s).

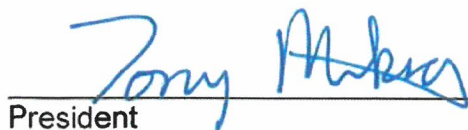
*(Please type your report and attach it to this work sheet)*

I spent at least 141.7 hours performing the work but less than 120 days.

  
\_\_\_\_\_  
President Emeritus

4/9/2025  
\_\_\_\_\_  
Date

I have reviewed the work of Dr. Jack E. Campbell for 2024-2025 and  
I am satisfied that it was well performed.

  
\_\_\_\_\_  
President

4/9/2025  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Date

**WSCC President Emeritus Report**  
**2024-2025 Executive Summary**  
**Dr. Jack E. Campbell**

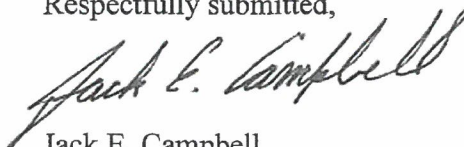
Attached is a detailed listing of activities and accomplishments, which reflect examples of my work as President Emeritus at Walters State for the 2024-2025 year. These activities and accomplishments address specifically the duties reflected in the Notice of Part-time Employment and Agreement for President Emeritus, which was executed by Chancellor Tydings, President Miksa and myself. Also, these activities and accomplishments as documented satisfy the contractual requirement of no less than 141.7 hours worked. Additionally, significant is the fact that countless other unrecorded and undocumented hours were dedicated to the college since, as former president of Walters State who served the college for over 31 years, and as current president emeritus who has served the college for almost 20 years, I am approached almost daily with unscheduled inquires, questions, and requests for advice and assistance relative to the college. The fact that I'm perceived by the people of East Tennessee as still being associated with Walters State gives me continuous opportunities to serve as ambassador and promote higher education and the college, cultivate prospective donors for the college's Foundation and provide consultation to current and prospective students and their parents. With regard to cultivating donors for the college's foundation, I make it a point to stay in touch with individuals who have indicated their intentions to give to the college in the future, either through direct donations, a will, or some other official means. Also, as I devote a significant amount of my working time representing President Miksa, and the college in general, at various functions and events, I strive to re-affirm relationships between the college and its major supporters; and I also seek to identify and establish relationships on behalf of the college with new individuals who appear to be prospective supporters of the college. Significantly, the recorded/documented activities and accomplishments and the unrecorded contributions I realize as President Emeritus, are all supported through my continuous consultation with President Tony Miksa and the staff of the college.

Specifically, this report reflects that I worked the hours required and effectively fulfilled the duties and responsibilities stated in my contract by:

- Providing consultation and special assistance to the Walters State President as requested.
- Serving as ambassador for the college on a continuous basis.
- Assisting the college president and staff with campus development, Foundation activities and fundraising.
- Providing support in inter-institutional, governmental, legislative, and community relations.
- Assisting with the completion of selected capital projects.
- Representing the President and the college at selected functions and professional meetings.
- Recruiting, advising, and assisting in various ways with both prospective and current students and their parents.
- Promoting higher education, the TBR, and WSCC on a continuous basis.

Also, in the final analysis, I trust that this report reflects my pleasure in serving as President Emeritus, promoting and enhancing higher education, the TBR system and Walters State while at the same time helping to improve the quality of life for the people of Tennessee.

Respectfully submitted,



Jack E. Campbell  
President Emeritus  
April 9, 2025



**Walters State Community College**  
**Dr. Jack E. Campbell, President Emeritus**  
**2024-2025 Activities/Accomplishments**

Date	
4/5/24	Received a list of eight charity events from Assistant V. P. Chris Cates to which WSCC has committed support and for which I will be representing the college by organizing teams of four for each event to participate (including myself) and represent WSCC.
4/6/24 – 4/14/24	Called and talked to individuals requesting that they join me in representing the college by participating in a fund-raising event scheduled for April 15 in support of the ALPS Association in Morristown, which provides multiple services in the treatment of people with Alzheimer's disease and associated illnesses. In my search to get three people to join me, I was fortunate to get commitments from a WSCC retired "Hall of Fame" basketball coach, a retired "Hall of Fame" baseball coach and a WSCC "alumni of the year" who is also retired. I'll be communicating details of the event with these three gentlemen prior to the April 15 date.
4/14/24	Communicated, via text, detailed information about the Alps fund-raising event to the three individuals who had agreed to join me in representing WSCC by participating in the event; contacted Assistant V.P. Cates and informed him that WSCC representation for the event had been finalized.
4/15/24	With my selected teammates for the event, I participated, representing WSCC, in the Alps Caregiver Fundraiser Classic.
4/16/24 – 4/20/24	Talked with prospective students about the reasons they should consider attending WSCC subsequent to their graduation from high school. Received positive responses.
4/27/24	Joined WSCC staff and members of the WSCC Foundation Executive Committee in representing the college at the Niswonger Theatre in Greeneville. This was a night when the college was a sponsor. Actually, there was a dinner at the General Morgan Inn, owned by Mr. Niswonger, and a concert was held at the Theatre after dinner.
4/29/24	As president emeritus and a contributing trustee, I, and my wife, who is also a contributing trustee, attended the annual meeting of the WSCC Foundation Board of Trustees.
4/30/24	Made arrangements for a member of the college's Foundation trustees, a well-known entertainer and supporter of the college, and a WSCC coach to join me on May 16 <sup>th</sup> in representing the college by participating in the Jefferson County Chamber of Commerce Annual Fundraising event. Reported the names of these individuals to the Assistant V.P. of College Advancement, who handled the contacts with the sponsors of the Chamber of Commerce events.  Received an email from a lady in Sevierville who has supported the college for several years, informing me about Sevier County High School's upcoming event; subsequently she included with her emails a resume/profile of a young man graduating from a high school in Ohio, who had learned about WSCC's nationally recognized baseball program and wanted to explore pursuing his baseball/college education at WSCC. I responded by telling her I would forward the information to our baseball coach who would respond as appropriate.
5/13/24	Contacted the three men who had agreed to join me in representing WSCC in the upcoming event (May 16) for the Jefferson County Chamber of Commerce and informed (reminded) them of all the details, times, etc. for the event activities (registration, starting time, etc.) and received affirmation of each one's intent to participate.
5/15/24	Received a call from one of the three men who had agreed to join me for the upcoming event. He informed me that an unexpected



**Walters State Community College**  
**Dr. Jack E. Campbell, President Emeritus**  
**2024-2025 Activities/Accomplishments**

Date	
	incident had occurred such that he would not be able to participate. I immediately started calling other individuals and after three declines, I received a yes that one would participate.
5/16/24	With the three selected individuals, I represented WSCC in the Jefferson County Chamber of Commerce event in Dandridge.
5/25/24 – 5/31/24	Began making arrangements with individuals to join me in representing WSCC in the Morristown Chamber of Commerce Fundraising event. Received commitments from a foundation trustee and retired judge, a retired teacher and WSCC softball coach.
6/1/24	Received a call that the WSCC softball coach had a conflict and could not participate; replaced him with the WSCC retired baseball coach. Contacted the three individuals who would be joining me for the Morristown Chamber event, giving them all the detailed information and reaffirming their participation.
6/3/24	With the three selected individuals joining me, we represented WSCC in the Morristown Area Chamber of Commerce annual fundraising event, interacting on behalf of the college with several people ranging from business people, educators, politicians and many others with our goal to strengthen and broaden the college's status throughout the region.
6/20/24 – 6/23/24	Spent considerable time putting together a four-man team to represent WSCC in the "Robert F. Thomas Smoke on the Mountain" fundraiser for the local hospital. Made calls to selected individuals to determine their availability and willingness to join me in representing the college at this event. After three days I received confirmation from three retired WSCC coaches that they will join me in representing the college at this event. Notified the Assistant V.P. of College Advancement of the names of our team members for the July 15 <sup>th</sup> event, so he could notify the sponsoring organization.
7/11/24	Reviewed with Assistant V.P. Cates details of several upcoming events. At the request of Assistance V.P. Cates, I agreed to represent WSCC at the Annual Boys and Girls Club Dinner schedule for this date. (He had a cancellation and needed someone to fill the seat.) I agreed to join five others at this event which the college foundation is a sponsor.
7/13/24	Having received a call from one of the four individuals who had agreed to join me at an event on Monday, July 15, telling me he had to cancel due to a medical (heart) problem, I immediately began to make calls trying to get a replacement since the event was two days away.
7/14/24	After making a few calls, I received an affirmation from Charlie Bob Smith that he would fill the vacant position. Charlie Bob is a former student and golf team member at WSCC and is currently a well-known singer/entertainer in Pigeon Forge. I called Assistant V.P. Cates so he could notify the tournament sponsors of the changes.
7/15/24	Drove to Sevierville and with three selected individuals, participated in the Dr. Robert F. Thomas "Smoke on the Mountain" annual fundraising event for the local hospital and Covenant Health associated healthcare facilities. Interacted with countless number of friends and supporters of WSCC who expressed their strong appreciation for the college foundation's support.
7/25/2024	Received a call from Assistant V.P. Cates about the charity events scheduled for the remainder of the year. Recorded information on my schedule in an "events booklet" and calendar and began planning for the recruitment of individuals to join me in representing WSCC at the events.



**Walters State Community College**  
**Dr. Jack E. Campbell, President Emeritus**  
**2024-2025 Activities/Accomplishments**

<b>Date</b>	
8/8/24	Received additional information from Assistant V.P. Cates relating to upcoming charity events and responded to him my plans for arranging for WSCC representation in supporting the events.
8/15/24	Joined with a member of the WSCC Foundation (former Foundation chair) in sponsoring (financially) a team for the WSCC Senators Club Classic Golf Tournament, an annual fundraising event for the college's athletic program; and subsequently participated in the event with my co-sponsor, a well-regarded musician and a WSCC staff member.
9/3/24	Made final preparations to represent WSCC in an upcoming event for the Claiborne County Healthcare Foundation scheduled for September 5 (2 days away). Communicated with each of the individuals who had previously agreed to join me in representing the college; and I covered all the details with them.
9/5/24	Traveled to Tazewell in Claiborne County to join the three selected individuals (retired WSCC baseball coach, retired WSCC softball coach, current WSCC golf coach) in representing the college by participating in the Claiborne County Healthcare Foundation fundraising event.
9/9/24	Made final preparations for the college's representation in the Greene County Partnership fundraising event scheduled for the upcoming Thursday (September 12) by notifying Assistant V.P. Cates of the three individuals selected to join me in representing the college and subsequently contacting the three individuals getting their confirmation to participate. Finally, I sent each of the three a follow-up text explaining the details for the event.
9/12/24	With the three selected individuals, I participated in the charity event of the Greene County Partnership's annual fundraiser. WSCC received praise from the Director for its continuous support.
9/13/24	Texted Assistant V.P. Cates and gave him the names of the three individuals who have confirmed they would join me in representing WSCC in the Dwight England Memorial event to be held in Claiborne County (Woodlake) on Wednesday, September 18 <sup>th</sup> . Started contacting individuals who have stated their intentions to join me at the Pigeon Forge Hospitality and Tourism Association event on Thursday, September 19 <sup>th</sup> .
9/16/24	Contacted Assistant V.P. Cates and gave him the names of the three individuals who had stated their intentions to join me for the PFHTA event on Thursday, September 19 <sup>th</sup> . Also, I confirmed I would be attending the Foundation's Executive Committee meeting. Attended the WSCC Foundation Executive Committee meeting.
9/17/24	Made final calls to the three individuals who have confirmed they will be joining me for the England event scheduled for the next day and gave them specific details for the event.
9/18/24	With the three selected individuals, I represented WSCC by participating in the annual Dwight England memorial event at the Woodlake Golf and Country Club in Tazewell. The proceeds from this event go to a scholarship fund for high school students planning to enter college. Since the event started 35 years ago, WSCC has received approximately \$250,000. The welcome and introductions at the event always acknowledge and express appreciation to WSCC for our long time (35 years) support of the event.



**Walters State Community College**  
**Dr. Jack E. Campbell, President Emeritus**  
**2024-2025 Activities/Accomplishments**

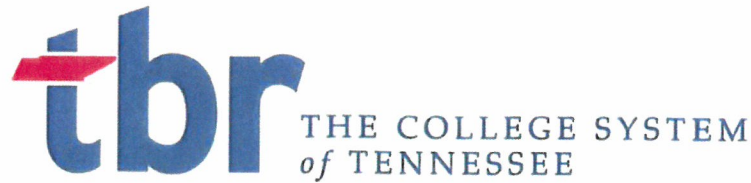
<b>Date</b>	
9/19/24	Represented WSCC by participating in the Pigeon Forge Hospitality and Tourism Association event in Sevierville. This association and its members are strong supporters of WSCC, especially the college's Hospitality Management program and the Culinary Arts program and are greatly appreciative of the college's continuous participation.
9/20/24	I personally entered and participated in a fundraising event for "The Daily Bread" in honor of its well-regarded founder, Mr. Hobe Williams. My attendance brought significant recognition and discussion of WSCC.
10/2/24	Represented, along with Assistant V.P. for College Advancement and staff member, WSCC at a ribbon cutting for a new enterprise opening in Morristown entitled Valley Ridge Golf Course, being developed by major supporters of the college. With the V.P. for Business and Finance and two Foundation (donors) Trustee joining me, I represented WSCC at the annual fundraiser for the Boys and Girls Club of the Smoky Mountains. WSCC is recognized in Sevier County as a major supporter for most of the community charitable fundraising events, which are sponsored/supported by the same people who are major supporters of the college.
10/14/24	Attended the annual fall meeting of the WSCC Foundation.
10/24/24	With two retired WSCC coaches and a member of the WSCC Senators Club, I represented WSCC by participating in the Sevier County High School Annual Golf Scramble, which is a fundraising activity for the school's foundation, which helps the school's graduates with their cost to attend college, including WSCC.
10/18/24	After the quarterly meeting of the Executive Committee, I had a lengthy discussion with Assistant V.P. Cates about the foundation. We discussed its strengths and weaknesses and provided some opportunities. In general, WSCC's Foundation has remained in the top ten percent among community colleges in the nation. While I don't have any data to back this, I feel strongly my estimate is accurate. I know it has been throughout the years.
2025	
1/3/25 – 1/4/25	Received a call informing me that a WSCC employee that I hired in 1985 was having stroke and heart problems and also, needs a new heat pump for her house and that she does not have money to pay for a pump. The caller asked if I could help. After spending a couple of days making calls and discussing her situation with others, a solution was found to help purchase a heat pump for the employee through emergency funds.
1/16/25	Met with Athletic Director Derek Creech and Assistant V.P. Cates at my home. Their purpose for the meeting was to get my approval to name the "Senator's Golf Classic", a fundraising event for the college's athletic programs, the "Dr. Jack E. Campbell Senator's Golf Classic". They informed me that their request had the approval of President Miksa. They stated this idea stemmed from the fact that I had started the event in 1992 and they believed this would be an enhancement to it. After thinking about it overnight and talking to others who were directly or indirectly involved in 1992, I decided if this naming is what they wanted to do, they could move forward with it and I would feel honored.
1/22/25	Attended the basketball games between WSCC and Columbia State.

**Walters State Community College**  
**Dr. Jack E. Campbell, President Emeritus**  
**2024-2025 Activities/Accomplishments**

**Date**

2/8/25	Attended the WSCC alumni night basketball game between WSCC and Volunteer State.
2/17/25	Attended WSCC Foundation Executive Committee meeting. After the meeting, had discussions with college staff, foundation trustees and President Miksa.
4/3/25	Discussed with Assistant V.P. Cates the 10 – 12 charity events which have been scheduled for the upcoming season (March – November) in which I will be representing WSCC by organizing teams and participating. Reviewed the email which Chris had forwarded to me and printed copies of the information (dates, times, places, etc.) for each event and imported this information into my next year's schedule.





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NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS

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TO: Dr Nathan Essex  
560 Kenrose Street  
Collierville, TN 38017

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Southwest Tennessee Community College for a period beginning July 1, 2025, at a monthly salary of \$3,533.20, 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 July 1, 2025, to June 30, 2026. 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:
  - ❖ Collaborate with community organizations/institutions to recruit and retain students and provide information about TN Promise, TN Reconnect, Career in a Year programs, and college wrap around support services;
  - ❖ Assist with the College's efforts to recruit and retain African American males.
  - ❖ Fund raising for Southwest Tennessee Community College;
  - ❖ Consultation with president, as requested;
  - ❖ Consultation for the Tennessee Board of Regents (TBR), as requested;
  - ❖ Provide support in inter-institutional and community relations;
  - ❖ Promote higher education, the TBR, and Southwest Tennessee Community College on a continuous basis.

❖ Provide quarterly reports to the President of above activities.

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. You must reside in Tennessee at the time of your initial appointment and at the time of any subsequent appointment.
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 212 hours.

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

Nathan L Essey                      4-15-25  
APPOINTEE                                      DATE

**An Equal Opportunity/Affirmative Action Employer**

Ray D. Hall                      4-15-2025  
PRESIDENT                                      DATE

\_\_\_\_\_  
CHANCELLOR                                      DATE

## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for  
**Southwest Community College**  
\_\_\_\_\_ Institution(s).

*(Please type your report and attach it to this work sheet)*

I spent at least 703 hours performing the work but less than 120 days.

Nathan L Essey  
President Emeritus

April 14, 2005  
Date

I have reviewed the work of Nathan Essey for 2024-2025 and  
I am satisfied that it was well performed.

Ray D Hall  
President

4/16/2025  
Date

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Date



## **EMERITUS ACTIVITY REPORT 2025**

**Nathan L. Essex    2024-2025**

- Promoted Southwest in my church, community and the cities of Collierville and Memphis.
- Recruited students and adults through Tennessee Promise and Tennessee Reconnect.
- Promoted the college's student mentoring program at my church.
- Advised and referred parents and prospective students to appropriate Southwest offices to assist them with questions, issues and pertinent information about Southwest.
- Advised and mentored former Maxine Smith Fellows upon request.
- Increased and maintained monthly contributions to the college's book scholarship fund.
- Informed neighbors and church members of Southwest programs and opportunities for their children to participate in Tennessee Promise
- Continued to support an endowed academic scholarship that I established for deserving students.
- Encouraged employees in various business establishments to continue their education through Tennessee Reconnect.
- Encouraged various Southwest graduates to pursue advanced degrees when possible.

- **Attended women and men's Basketball Games.**
- **Toured Union Campus observing building improvements and interacting with students I encountered.**



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NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS

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TO: Dr. A. Frank Glass  
218 Lakewood Drive  
Tullahoma, TN 37388

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Motlow State Community College for a period beginning July 1, 2025, at a monthly salary of \$ 1,971.90, 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 July 1, 2025, to June 30, 2026. 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:
  - ❖ Provide advice and counsel to the president of MSCC;
  - ❖ Assist with the MSCC foundation fund raising and alumni activities;
  - ❖ Be actively involved in community relations and other activities on behalf of MSCC;
  - ❖ Provide other services and/or support as may be requested by the president of MSCC, the Tennessee Board of Regents, and the Tennessee Higher Education Commission;
  - ❖ Attend professional meetings, such as AACCC, SACS, etc., as requested.
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 118 hours.

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

A. T. R. News 3/24/25  
APPOINTEE DATE

**An Equal Opportunity/Affirmative Action Employer**

Michael P. News, M.D. 3/21/25  
PRESIDENT DATE

\_\_\_\_\_  
CHANCELLOR DATE

## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for

Motlow State Community College Institution(s).

**(Please type your report and attach it to this work sheet)**

I spent at least 160 hours performing the work but less than 120 days.

A. Frank Glass

President Emeritus

3/24/25

Date

I have reviewed the work of Dr. A. Frank Glass for 2024-2025 and  
I am satisfied that it was well performed.

Michael L. Jones, Ph.D.

President

3/21/25

Date

Chancellor

Date

**President Emeritus Report - 2024-25**

*Review of functions performed:*

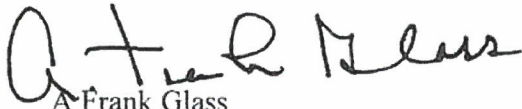
- Facilitated regular meetings with President Michael Torrence to discuss recent advancements at Motlow College and to explore avenues for meaningful contributions to community initiatives and activities.
- Actively communicated the valuable opportunities offered by the Mechatronics program within our community.
- Provided recommendations for students aspiring to pursue higher education.
- Continued my role as a Trustee of the Motlow College Foundation and attended foundation events including meetings and socials.
- Represented Motlow College as an ambassador, fostering strong relationships with community leaders to enhance collaboration and support for the institution.
- Collaborated with former presidents and good friends Dr. Art Walker and Dr. Sam Ingram three to four times annually to engage in discussions regarding state and local changes, innovative ideas, and educational policies. We unanimously recognize maintaining a strong bond is vital to the history and future of Motlow.
- Supported Motlow employees and their families by participating in various Motlow and community functions.
- Contributed to committees charged with recommending names for the original building in McMinnville.
- Attended a ceremony in November to honor and celebrate the retirements of Motlow employees.
- Participated in the ribbon-cutting ceremony for the expansion of the Automated Robotic Training Center in McMinnville.
- Attended luncheon with Charles Gleghorn, Michael Torrence, Sam Ingram, and Art Walker to commemorate Gleghorn's 32nd Golf Tournament for Motlow.
- Assisted a community member, Mike Turney, regarding his grandson, a high school senior interested in playing baseball at Motlow. I reached out to the Motlow baseball coach, who kindly agreed to connect with the student.



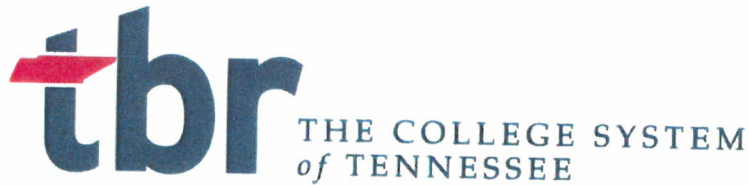
*Page2- Glass President Emeritus Report 2024-25*

- Engaged with Troy Martin of First Bank to secure sponsorship for a team in the Motlow September Golf Tournament, which he graciously approved, and additionally secured First Bank sponsorship for a high school tournament as well.
- Organized two teams to represent Motlow College in golf tournaments.

I am honored to serve as President Emeritus of Motlow State Community College.

A handwritten signature in black ink, appearing to read "A. Frank Glass". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

A. Frank Glass  
President Emeritus  
Motlow State Community College



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NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS

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TO: Dr. Rebecca Hawkins  
1220 Woodland Crossing  
Columbia, Tennessee 38401

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Columbia State Community College for a period beginning July 1, 2025 at a monthly salary of \$2,532.00, 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 July 1, 2025 to June 30, 2026. 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:
  - ❖ Attend and participate in college and foundation sponsored functions;
  - ❖ Assist the college foundation with fund raising activities and events;
  - ❖ Provide advice to perspective students and families;
  - ❖ Promote higher education, the TBR, and Colombia State on a continuous basis;
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 115 hours.

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

C. Rebecca Harding April 17, 2025  
APPOINTEE DATE

**An Equal Opportunity/Affirmative Action Employer**

[Signature] 04-22-25  
PRESIDENT DATE

\_\_\_\_\_  
CHANCELLOR DATE



## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for  
Columbia State Community College Institution(s).

(Please type your report and attach it to this work sheet)

(See attached)

I spent at least 180 hours performing the work but less than 120 days.

A. Rebecca Huntley  
President Emeritus

April 17, 2025  
Date

I have reviewed the work of \_\_\_\_\_ for 2024-2025 and  
I am satisfied that it was well performed.

[Signature]  
President

04.22.25  
Date

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Date

*O. Rebecca Hawkins*

*1220 Woodland Crossing Columbia, TN 38401 931-698-7752 [rhawkins@charter.net](mailto:rhawkins@charter.net)*

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*President Emeritus Report – 2024-2025*

*1. Attend and participate in college and foundation sponsored functions.*

**2024**

- April 25 – Attended Columbia State’s Spring Concert/Student Choral Group in Cherry Theater.
- May 4 – Participated/led the morning graduation march of graduates and faculty for the commencement ceremony along the recently named Dr. O. Rebecca Hawkins Graduate Promenade.
- May 13 – Attended Pryor Art Gallery reception and exhibit of local artwork highlighting the Maury County Court House (Grant funded art competition – Tom Price, MC Archives Director obtained grant and collaborated with Pryor Art Gallery)
- June 12 – Attended Columbia State Foundation quarterly board meeting and annual awards luncheon.
- June 25 – Met with Lisa Hoffman, Pryor Gallery Curator, to become familiar with schedule and artist exhibits for upcoming season.
- July 8 – Met with Tammy Rosson, coordinator for Performance Series, regarding the engagement of new patrons.
- July 15 – Met with Tammy Rosson regarding strategies for communicating with potential new patrons.
- August 7 – Met with Anne Scott, Director of Library, to discuss and become familiar with scheduled events in the Readers’ Theater and other library upcoming events.
- August 8 – Attended artist reception and exhibit in Pryor Art Gallery.
- September 19 – Attended artist reception in Pryor Art Gallery – took a guest.
- October 10 – Attended season’s opening performance of the series in Cherry Theater.
- October 15 – Hosted two guests to visit the art exhibit in the Pryor Art Gallery.
- November 14 – Attended music performance in Cherry Theater.
- November 21 – Attended student choir concert in Cherry Theater.
- December 12 – Attended music performance in Cherry Theater.
- December 18 – Attended Columbia State Foundation Board Meeting.

**2025**

- January 31 – Attended annual Legislative and Community Leaders Breakfast hosted by president’s office.
- February 13 – Attended music performance in Cherry Theater.

- February 28 – Toured the newest building, Arts and Technology Building, at the Franklin/Williamson campus.
- March 13 – Attended music performance in Cherry Theater.
- March 14 – Visited the Clifford Gordon Memorial Art Exhibit in the Pryor Art Gallery.
- April 2 – Hosted Anne Scott, Director of Library, for lunch and to discuss and become familiar with upcoming library and Reader's Theater events.
- April 10 – Attended music performance in Cherry Theater.
- May 1 – Plan to attend the choir students' spring concert in Cherry Theater.
- June 11 – Plan to attend CSCC Foundation Board Meeting and Awards Luncheon.

2. Assist the college foundation with fund raising activities and events.

- As I have done for 20+ years, I continued to support the Foundation's Performance Series in the Cherry Theater with my annual platinum level patron's gift. Tammy Rosson, Performance Series Coordinator, has worked hard at recruiting new patrons, renewing existing patrons, consistently communicating with patrons, and honoring patrons. As a result, the number of patrons is increasing and so are patron dollars. After our initial meeting and discussions last year, Tammy and I continue to meet and discuss strategies to work with this group in order to maintain and increase their financial support for the Performance Series. At Tammy's request, I spent time reviewing the list of season ticket holders and patrons and provided suggestions on additional individuals who should personally be invited to become patrons or to increase their patron level. Patrons financial support in addition to the major sponsor's support, First Farmers Bank, is critical to scheduling name recognizable entertainers and performers in the Cherry Theater and keeping ticket holder prices affordable. Some community people have been season ticket holders for the 20+ years of the Performance Series. Many of them thank me for having the vision to initiate the Performance Series and support it over these many years. They are grateful for quality, affordable, and accessible music entertainment.
- I continue my support of the Pryor Art Gallery's exhibits and artist receptions with my attendance at scheduled artist receptions and exhibits. I sometimes invite friends to attend with me. Other times, I take friends to quietly view the art exhibits. Additionally, I have financially supported selected events held in the art gallery – in a patron-like fashion. I worked closely with the former curator, Lisa Hoffman, with suggestions, ideas, and financial support. After Lisa's departure from the Art Gallery as curator, I am beginning to form a relationship with the new curator, Gabriel Trius.



- I continue to communicate with Anne Scott, Library Director, particularly about events and activities scheduled in the Reader's Theater for which I provided the financial support a year ago for purchase of chairs for the Theater.
- On March 5, upon invitation of Bethany Lay, VP for Advancement, I served on a panel discussion at the Foundation Board Meeting. The topic was student support services/student success. I spoke about the Foundation's funds designated for student emergencies and other wrap-around financial needs. Such funding support can help deter "stop outs and drop outs" among students. I encouraged individual board members and the entire board to give to existing funds or set up additional funds of this nature. I encouraged board members to use their influence with potential scholarship donors to support these type funds. Much tuition support is now available through state lottery scholarships and private scholarships. However, students face numerous additional fees, supplies, book, etc., costs for their education. Many need financial assistance for these costs to enter and remain in college.

3. Provide advice to perspective students and families.

- I enjoy assisting potential college-bound high school students and their families think through their options for entering college. I encourage them to consider Columbia State as an entry point for a four-year degree or developing employable job skills for entry to the workforce. When the opportunity arises, I encourage and explain the dual enrollment program to students and families. It's exciting to see in recent years, families are "catching on" to the benefits of dual enrollment. An impressive percentage of dual enrollment students are taking courses at Columbia State this academic year.
- Last summer and during the year, I have coached a young woman employed as a restaurant waitress (and a drop out of Columbia State) to return to Columbia State to obtain her associate's degree in Business. When she began classes in the fall semester, she did not qualify yet for Tennessee Reconnect tuition assistance because she did not meet the age requirement. I have anonymously financially assisted her with tuition and wrap-around course expenses through my Student Financial Assistance Fund in the Foundation (administered by Student Services). She has now successfully completed two semesters of courses, part-time. She is eagerly anticipating the fall semester – she will then meet the age requirement for Tennessee Reconnect tuition funding.
- Just yesterday I found another opportunity during a medical appointment to counsel with a young recently divorced nurse (LPN) who expressed an interest in obtaining her registered nursing degree. I spoke with her about how to go about entering the RN program at Columbia State and later obtaining her nursing bachelor's and master's degrees. Since money was a major problem

for her, I discussed looking into Tennessee Reconnect and other CS Foundation sources of both tuition support as well as financial support for wrap-around course expenses.

4. Promote higher education, the TBR, and Columbia State on a continuous basis.

On such occasions as those following, I continue to be engaged in the greater community representing Columbia State, the TBR, and Tennessee higher education.

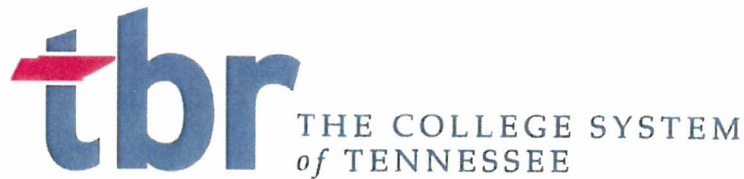
- I continue to serve on the Advisory Board of NHC/MR Transitional Care Center that I worked with the center director to establish in spring, 2023.
- I also continue to serve on the MRHC Foundation Board as an honorary member. I periodically attend board meetings and financially support, in particular, MRMC's Mobile Health unit and staff.
- Last May, I supported and participated in Spring Hill's first Founders' Day ceremony and activities.
- Last fall, I worked closely with the music director for the Maury County Chorale (about 40 voices) and the director of CS's Cherry Theater to smooth the way for bringing the Chorale's future performances into Columbia State's 500 seat theater. The Chorale's audiences for holiday and spring performances have outgrown other performing venues locally available. The Chorale's April 29 performance is now scheduled for the Cherry Theater – "a win-win" for the Chorale, its audiences, and Columbia State.
- I periodically meet with the CEO and the Director of Development of the Boys and Girls Club of Maury County. I consult primarily with them regarding opportunities for and expansion and improvement of their fund-raising program.
- I continue to consult with the director and financially support "431 Ministries," a nonprofit support organization for women in transition in Spring Hill/Columbia area.
- In September I met with the Columbia City Mayor and a former vice mayor to discuss and learn the latest information on three projects the city had under consideration at the time. I provided experiential input for two of the projects.

- I continue to remain engaged with the Columbia/Maury County arts scene through the college's art gallery, its exhibits and artist receptions, and attendance at Cherry Theater music performances. I also attend visual art events and musical performances hosted in the local community. I financially support all these, demonstrating my interest in and support for "the arts" throughout our community. For 20+ years I have financially supported the college's Performance Series with my annual platinum-level patron's gift and am now financially supporting the Pryor Art Gallery's new Patron's Program. I encourage and recruit people to become ticket holders to the annual Performance Series. I periodically take guests to artist receptions in the Pryor Art Gallery and/or to visit exhibits in the gallery.

O. Rebecca Hawkins  
President Emeritus  
Columbia State Community College







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NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT FOR  
PRESIDENT EMERITUS

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TO: Dr. William Locke  
2800 Anderson Bend Road  
Russellville, TN 37860

This is to confirm your part-time appointment to a position approved by the Tennessee Board of Regents as President Emeritus of Northeast State Community College for a period beginning July 1, 2025, at a monthly salary of \$2,531.50, 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 July 1, 2025, to June 30, 2026. 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:
  - 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 president, provide guidance on regional relationships, government affairs, partnerships, and workforce development opportunities.
  - At the invitation of the president, and as able, attend and support College activities and events.
  - Support initiatives of the Northeast State Community College Foundation.
  - Upon request, serve as a consultant to regional chambers of commerce and economic development entities on matters concerning education and workforce development.

- Upon request, provide input and expertise to the Kingsport Higher Education Commission.
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 152 hours.

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

William Wolfe 04-08-25  
APPOINTEE DATE

**An Equal Opportunity/Affirmative Action Employer**

[Signature] 4-25-25  
PRESIDENT DATE

\_\_\_\_\_  
CHANCELLOR DATE

## President Emeritus Report 2024-2025

During this fiscal year, I performed the following functions (attached) for  
Northeast State Community College Institution(s).

(Please type your report and attach it to this work sheet)

See Attachment

I spent at least 152 hours performing the work but less than 120 days.

William W. Locke  
President Emeritus

04-08-25  
Date

I have reviewed the work of Bill Locke for 2024-2025 and  
I am satisfied that it was well performed.

[Signature]  
President

4-25-25  
Date

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Date



## **Attachment**

### **Functions Performed by William W. Locke as President Emeritus of Northeast State Community College during the 2024-2025 Year**

- Participated in selected meetings of educators, elected officials, and business leaders to discuss regional opportunities in education and workforce development
- Maintained and established positive relationships between the college and governmental, business, industrial, and community organizations
- Met with and advised parents and their children and other adult learners about making a Tennessee Board of Regents institution their first choice for attending a college and referred these individuals to appropriate personnel at the respective Regents' Institutions
- Supported initiatives of the Northeast State Community College Foundation, the East Tennessee State University Foundation, and the Walters State Community College Foundation
- Served as advisor to the Sullivan County mayor regarding the development of higher education initiatives which could be supported by the county
- Contacted individuals who might financially and in other ways support the NSCC Foundation
- Participated in discussions with the president of Northeast State Community College and selected political/community leaders regarding the status of and potential for development of the Kingsport Academic Village
- At the invitation of the college president, attended selected meetings/functions provided by the college
- Served as Board Member Emeritus to The Alliance for Business and Training which has a significant relationship with the college in the area of workforce development training

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**BOARD TRANSMITTAL**

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MEETING: Committee on Personnel and Compensation

SUBJECT: Faculty Emeriti

DATE: May 28, 2025

PRESENTER: Vice Chancellor Jothany Reed

PRESENTATION  
REQUIREMENTS: 5 Minutes

ACTION REQUIRED: Roll Call Vote

STAFF  
RECOMMENDATION: Recommend Approval

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The following faculty members have been nominated for Faculty Emeritus status:

<b>Faculty Member</b>	<b>Rank/Discipline</b>	<b>Serv Dates</b>	<b>College</b>
Richard Coppins	Professor of Biology	2004 - 2018	Jackson State
Betty Frost	Associate Professor of Mathematics	1975 - 2012	Jackson State
Lisa Lessenberry Smith	Professor of Art	1995 - 2020	Jackson State
Rita Sowell	Professor of Mathematics	1989 - 2025	Volunteer State
Ann Cunningham	Professor of Computer Info Systems	1996 - 2023	Cleveland State
Debbie Felton	Instructor for Reading	1988 - 2023	Cleveland State
Nancy Thomas	Associate Professor of Nursing	2000 - 2021	Cleveland State

TBR Faculty Emeritus Policy 5.02.01.10 governs the submission, review, and approval process.

- College presidents nominate candidates based on ‘Distinguished Institutional Service.’
- Presidents may confer with other staff on campus, but the nomination is at the sole discretion of the president.
- Although there are no specific criteria, selection is historically based on length of service, significant contribution, outstanding academic achievement, and exceptional embodiment of institutional values.

- Non-monetary benefits for faculty emeriti can be afforded at the discretion of the president; examples are office space, library privileges, free admission to arts/athletic events, ID card with honorary title.
- Nominations are reviewed by TBR Vice Chancellor for Academic Affairs and require Chancellor and Board approval due to the prestige of the title and the continuing status of representing the College and the System.

Presidential nomination letters are appended.







2046 North Parkway | Jackson, TN 38301

## MEMORANDUM

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

FROM: Dr. Carol Rothstein, President   
Julie Mula, Director of Human Resources 

SUBJECT: Candidates for Faculty Emeritus

DATE: March 3, 2025

The purpose of this memorandum is to recommend three 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 three faculty members being recommended for emeritus faculty status along with justification for awarding such status.

**Dr. Richard Coppins**

**Title: Dean of Math and Natural Sciences**

**Service Dates: August 1, 2004-August 6, 2018**

Dr. Coppins dedication to his classroom, students, and academics was clear in his work ethic. He took on the Microbiology course revamping the lecture and laboratory curriculum, including a JSCC Microbiology lab manual. He also developed JSCC Human Anatomy and Physiology I and II lab manuals, which saved our students money in the cost of course materials. Rich also oversaw the renovation of old our Allied Health space in the Walter L. Nelms Classroom building creating 3 new lab spaces for our Biology and Agriculture courses. Classroom/Lab C-06 is dedicated to Dr. Richard Coppins and a plaque hangs above the door to recognize his contributions.

As a colleague, Dr. Coppins was dependable, and full of academic wisdom and dry wit. As Dean he always made time to talk about academic and administrative challenges, or just life in general. He had a lifelong experience in academics and brought that experience to JSCC. During his time at JSCC, many younger faculty

were just beginning their careers and he set an expectation on work ethic. He led and demonstrated a strong work ethic by setting the example and not by criticizing others for any perceived weakness. He provided the support the younger Biology faculty needed to succeed within the department.

Lastly, Dr. Coppins was always on campus working. He arrived early and stayed late nearly every day. This was not from a lack of anything else to do, but simply a dedication to his work, and the success of the Department and Institution.

### **Betty Frost**

**Title: Associate Professor-Math**

**Service Dates: August 1, 1975-May 31, 2012**

From the very beginning, there was something special about her approach to teaching that immediately stood out. Betty had a kind demeanor and always made herself available to help—whether before or after class. During class, her passion for mathematics was evident, but she presented the subject in a calm and relaxed manner that never felt intimidating. She created an engaging environment where all students felt valued and supported.

Ms. Frost took the time to learn about student aspirations. She shared insights about the profession, including the rewards of teaching at a community college, the work-life balance, and the meaningful impact one could have on students' lives. Her words resonated deeply and planted the seed for students' career paths.

Betty Frost was as impressive and dedicated as a colleague as was a professor, continuing to inspire others with her unwavering commitment to education. It is without hesitation that I strongly recommend Betty Frost for Emeritus status. Her influence on her students, her peers, and the community at large is immeasurable. Betty exemplifies everything that makes an outstanding educator and colleague, and I am confident that her legacy will continue to inspire future generations.

### **Dr. Lisa Lessenberry Smith**

**Title: Professor-Art**

**Service Dates: August 28, 1995-January 1, 2020**

Dr. Lisa Lessenberry Smith retired in 2020, after having taught for 40 years, pre-school through post graduate courses. In her last 31 years she taught on the college level; her last 25 years were at Jackson State Community College (JSCC). Since she enjoyed teaching basic art classes to students who had yet to develop their own art style, JSCC was the perfect fit.

While at JSCC she received tenure and was promoted to Professor. Not only did Dr. Lisa (as her students called her) enjoy teaching, but also learning as is evidenced by her BA, MA, MFA, and Education Doctorate degrees (Ed.D.). She completed over 300 semester hours, 144 of which were in art. It is extremely unusual for an artist to not only have a Master of Fine Arts degree but also a Doctorate of Education. Studio artists rarely obtain an advanced academic degree and vice versa. When she received her Ed.D. in 1999, only two other artists in the USA were known to have obtained both advanced degrees.

Dr. Smith has demonstrated exceptional commitment to the art community and her students with her active involvement at the local, state, and national level and including students in the work with many of her art associations.

Within the college, she was an active leader, serving on numerous committees, volunteered with TnAchieves, pursued significant professional development opportunities including several international travel trips, sponsored the student art club and leading fundraisers which assisted with student travel to art museums and famous architecture.

Dr. Smith always had the best interest of her students as her primary focus. I highly recommend her for the Professor Emeritus honor.

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

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Vice Chancellor for Academic Affairs

2025-03-13 | 10:29 AM CDT

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Chancellor

2025-03-13 | 12:25 PM CDT



**MEMORANDUM**

TO: President Wendi Tostenson

FROM: Terri Day, Vice President for Academic Affairs

SUBJECT: Recommendation of Emeritus Faculty Status

DATE: April 1, 2025

The purpose of this memorandum is to recommend Volunteer State Community College faculty members for emeritus status as provided in TBR Policy 5.02.01.10 Faculty Emeritus. This faculty member meets the criteria as outlined in TBR policy, has been recommended by their division dean, and as outlined in VSCC Faculty Emeritus Procedures, has been recommended/approved by the College Promotion and Tenure Committee.

The quality of work and dedication to education merit the awarding of faculty emerita status to Dr. Rita Sowell. Listed below is the justification for awarding such status.

**RITA SOWELL**, Professor of Mathematics, served Vol State as a full-time faculty member from 1989 to 2025. While her subject matter expertise gives her the foundational skills to teach complicated subjects like calculus, her prowess as a classroom educator engages her students beyond the mere learning of derivatives and integrals. While she wants her students to fully understand the concepts, she knows that the learning her students need goes well-beyond the skills she is teaching. They need a full understanding of the concepts as they become mathematicians, engineers, and scientists.

Dr. Sowell is an innovator and pioneer of online education. Not only has she been a course developer for TNeCampus, she has also developed model, asynchronous courses for Vol State. She continually assesses her asynchronous courses to improve content and delivery for students. She has remained engaged in the improvement of her asynchronous course even as she announced her plans to retire.

Dr. Sowell's campus and divisional leadership has been extraordinary, including volunteering to take on unglamorous but important roles such as the Faculty Assessment Fellow. In the Fellow role, she assists the College's Institutional Effectiveness and Assessment Officer with the implementation of faculty instructional assessment plans. This past year, as she stepped down from several years of service on the College Promotion and Tenure Committee, she served on the Division Promotion and Tenure Committee to impart her wisdom to the newer committee members.

Your favorable consideration of recommending to TBR the awarding of emeritus faculty status to this outstanding faculty member is most appreciated. If you approve, TBR requires this memo be signed by the President and the Human Resources Officer and be routed to TBR with a picture of the faculty member.

TD/ah

Approved: *Lori Cutrell*  
Lori Cutrell (Apr 2, 2025 12:58 CDT)  
Lori Cutrell, Vice President for Human Resources

Approved: *Wendi Tostenson*  
Wendi Tostenson (Apr 2, 2025 15:44 CDT)  
Dr. Wendi Tostenson, President



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

Signed by:  
*Jothany Reed*  
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Vice Chancellor for Academic Affairs

2025-04-04 | 12:58 PM CDT

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*Flora W. Tydings*  
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Chancellor

2025-04-04 | 1:20 PM CDT

# Cleveland State

COMMUNITY COLLEGE

*Define Your Tomorrow*

April 28, 2025

To Whom It May Concern,

I fully support the nomination of Dr. Ann Cunningham to emeritus status for Cleveland State Community College. Although I was not able to work with Dr. Cunningham, I have quickly learned of the contributions that she has made in her 27-year tenure at the institution. Dr. Cunningham began working at the college on August 22, 1996, and retired on December 31, 2023 as a Professor of Computer Information Systems.

During her tenure at the college, she served as QEP Coordinator, Business Department Chair, and before retirement, Healthcare Department Chair, which was a new role added by the college that came during the pandemic. Her role as Healthcare Department Chair helped to navigate the ever-changing requirements of accreditation agencies and state regulators during unfamiliar times and helped to create growth in her area.

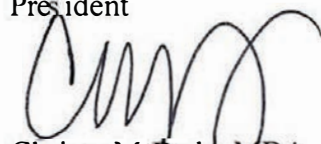
She is well respected by her former colleagues, and the stories that I have heard let me know that she has been an inspirational model of caring education. In the past, Dr. Cunningham has been recognized by her peers by being awarded the Distinguished Faculty Award, the Innovation Award, Faculty Star Award, Service-Learning Champion, the NISOD Innovation Award, as well as the TBR Innovation Award.

I believe that Dr. Cunningham is an outstanding individual that has provided distinguished service to not only Cleveland State but also our community.

Sincerely,



Andrew W. White, Ed.D.  
President



Christy M. Dale, MBA  
Director, HR Services

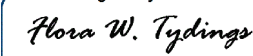
The System Office staff has reviewed the supporting documentation and recommends the Chancellor's approval to move this forth for Board consideration.

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Vice Chancellor for Academic Affairs

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Chancellor

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April 28, 2025

To Whom It May Concern,

I fully support the nomination of Debbie Felton to emeritus status for Cleveland State Community College. She began working at the college on August 25, 1988, as adjunct instructor and retired on June 10, 2023 as an Instructor for Reading. She returned as an adjunct instructor later in 2023 to continue teaching the Corequisite Reading course.

During her tenure at the college, she served as Coordinator of the Freshman Experience and was awarded the Service Learning Champion and Star Awards by her fellow faculty members. Debbie was very involved in the community and helped to coordinate volunteer days with Taylor Elementary School and served on a variety of committees on campus at Cleveland State, including the Service Learning Advisory Council and Recognition Committee.

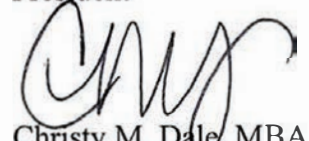
During her 25-year tenure at the college, she has proven herself as a true educator, going above and beyond to ensure the success of her students with many students voicing their appreciation of her kindness. Debbie supported her department by leading design changes in the developmental and learning support programs to improve the educational experience for her students.

I believe that Debbie is an outstanding individual that has provided distinguished service to not only Cleveland State but also our community.

Sincerely,

  
Andrew W. White, Ed.D.

President

  
Christy M. Dale, MBA  
Director, HR Services

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

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Vice Chancellor for Academic Affairs

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Chancellor

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April 28, 2025

To Whom It May Concern,


I fully support the nomination of Nancy Thomas to emeritus status for Cleveland State Community College. Although I was not able to work with Nancy, her colleagues have made known the positive impact she made during her 18 years of service at the institution. Nancy began working at the college on August 1, 2000, and retired on December 16, 2021, as an Associate Professor and the Director of Nursing.

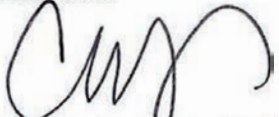
As Director of Nursing, Nancy took on the task of leading during challenging times. She showed great commitment and fortitude in the summer of 2018 as she led her team through a successful ACEN re-accreditation and as the nursing program began to re-accept students. Nancy and her team developed new nursing courses and worked diligently to identify and hire new full-time and adjunct faculty to meet the needs of the TBR Statewide Nursing Curriculum. She met those challenges again as the program navigated through the COVID 19 pandemic.

Known for her caring leadership, many of Nancy's colleagues have noted that their success as faculty members are due to her support. She committed to meet weekly with new faculty to help support them through the first semester, which was noted as crucial to their transition from healthcare careers to higher education.

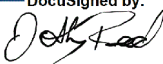
With her exemplary service to both students and faculty at Cleveland State, I believe that Nancy Thomas is a great candidate for emeritus status.

Sincerely,

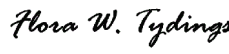
  
Andrew W. White, Ed.D.  
President

  
Christy M. Dale, MBA  
Director, HR Services

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

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Vice Chancellor for Academic Affairs

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Chancellor

2025-05-01 | 7:30 AM CDT

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**BOARD TRANSMITTAL**

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MEETING:	Committee on Personnel and Compensation
SUBJECT:	System Wide Compensation Strategies
DATE:	May 28, 2025
PRESENTER:	Vice Chancellor Alisha Fox
PRESENTATION REQUIREMENTS:	20 minutes with discussion
ACTION REQUIRED:	Roll Call Vote
STAFF RECOMMENDATION:	Recommend Approval

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**BACKGROUND INFORMATION:**

*The Budget* notes that funding is recommended to provide the state portion of a 2.6% salary increase pool effective July 1, 2025.

The Board is granted the discretion to determine how this funding pool is distributed. The proposed System Compensation Strategy attempts to provide adequate flexibility and address the collective compensation issues identified by the institutions.

**For FY 25-26****1. System Wide Salary Adjustments.**

A 2.6% salary pool would be created of salaries of all unrestricted regular, full and part-time benefit eligible employees, on the payroll as of June 30, 2025. From this salary pool, at least 1.6% would be issued as an across-the-board adjustment effective July 1<sup>st</sup> for employees that were employed on or before June 30, 2025, without further action required by the Board.



**The remaining 1%** may be requested to be distributed as either an additional across-the-board adjustment, a payment on institutional compensation plans, for faculty promotions, or some combination thereof. **The three methods for the remaining 1% are described as follows:**

**A. Across-the-board adjustment.** A salary pool of up to 1.0% may be created of salaries of all unrestricted **regular**, full and part-time benefit eligible employees, for employees that were employed on or before June 30, 2025.

- i. Across-the-board adjustment level: This proposal allows for a percentage or flat dollar increase.
- ii. Distribution: Each eligible employee would receive a percentage increase based on their June 30, 2025 salary. A minimum flat dollar payment could be established by the institution. The amount would be pro-rated for unrestricted regular, part-time benefit eligible employees.
- iii. Timing: If the institution elects to use all or a portion of the 1% salary pool for additional across-the-board adjustments the increase shall be implemented effective July 1, 2025, with no further action required by the Board.

**B. Compensation Plan -** A Compensation Plan salary pool of up to 1.0% may be created to provide salary adjustments consistent with their Board approved compensation plans.

a. **Compensation Plan-Not Fully Funded.**

- i. Compensation Plan Level: Institutions would be authorized to use all or a portion of the 1% salary pool to fund their compensation plan.
- ii. Distribution: Funds would be distributed to employees in accordance with Board approved compensation plans.
- iii. Timing: Institutions will submit a proposal that includes, but is not limited to, the amount of recurring funds encumbered by the proposed increase, the percentage of the compensation plan funded by group, which groups if any are excluded from the increase, the type of increase (i.e. living wage, etc.), and the percentage of the salary pool used for the compensation plan. It is proposed that these adjustments be acted on by the Board during its **June meeting** and be **effective July 1, 2025**.

b. **Compensation Plan-Fully Funded.**

- i. Market Adjustment Level: Institutions who have fully funded their compensation plans may adjust the salary ranges to address changes in market salaries, as prescribed in their compensation plan. Institutions would be authorized to use up to the amount of the 1% salary pool to fund their compensation plan and provide salary increases.
- ii. Distribution: Funds would be distributed to employees in accordance with Board approved compensation plans.
- iii. Timing: Institutions will submit a proposal that includes, but is not limited to, the amount of recurring funds encumbered by the proposed increase, the percentage of the compensation plan funded by group, which groups if any are excluded from the increase, the type of increase (i.e. living wage, etc.), and the percentage of the salary pool used for the compensation plan increase. It is proposed that these adjustments be acted on by the Board during its **June meeting** and be **effective July 1, 2025**.

**C. Faculty Promotions.** All or a portion of the 1.0% salary pool could be used to address funding for faculty promotions, consistent with the institution's approved compensation plan.

- i. Faculty Promotion Level: This proposal envisions a percentage of the salary pool to fund faculty promotions.
- ii. Distribution: Each eligible faculty member would receive the amount due under the approved institution compensation plan for the promotion.
- iii. Timing: Institutions will submit a proposal that includes, but is not limited to, the amount of recurring funds encumbered by the proposed increase, the percentage of the salary pool used for the faculty promotion. It is proposed that these adjustments be acted on by the Board during its **June meeting** and be **effective July 1, 2025**.

**2. Institution or Local Funded Increases.** Institutions would be authorized to provide salary adjustments using uncommitted local funds.

**A.** Consistent with those purposes specified in items 1. A – C above.

- i. Level: Institutions would be authorized to request use of an amount equal to the Institution's ability to fund using uncommitted local funds.
- ii. Distribution: Funds would be distributed to employees in accordance with Board approved compensation plans.

- iii. Timing: Eligible employees will include unrestricted regular, full-time and part-time benefit eligible employees **that were employed on or before September 30, 2025, and are still employed at the time of payment. Institutions may submit a proposal following their October Budget Revision** that includes, the amount of recurring funds encumbered by the proposed increase, the percentage of the compensation funded by group, and which groups if any are excluded from the increase. **It is proposed that these adjustments be acted on by the Board during its December 2025 meeting. Increases using institutional funds may be effective at a date determined by the institution within the fiscal year. No payment may be made without Board approval at the December meeting.**

**B. One-Time Payment.** Institutions would be authorized to provide one-time payments to all unrestricted regular, full-time and part-time benefit eligible employees **on payroll as of September 30, 2025, and still employed at the time of payment.**

- i. Level: Institutions would be authorized to pay a one-time payment not to exceed \$1,500 to all unrestricted regular, full and part-time benefit eligible employees.
- ii. Distribution: Each full-time eligible employee would receive the same one-time payment amount. Each regular, part-time benefit eligible employee would be pro-rated.
- iii. Timing: **Institutions will submit a proposal in October** that includes the amount of the one-time payment and the requirements used to determine eligibility. **The Board authorizes the Chancellor to approve the one-time payment request if the request meets the requirements outlined in this document and the institution can financially afford the payment. The payments will be reported to the Board at the December Board meeting as an interim action item.**

### **3. Process.**

- A. Each institution shall notify April Preston of their decision to implement all or a portion of the 2.6% salary pool as an across-the-board adjustment effective July 1, 2025, to be implemented in the July payroll cycle. Each institution will inform Ms. Preston what percentage increase, if any, they will be giving as across-the-board adjustment by **June 2, 2025.**



- B. For those institutions that will be proposing to use a portion of the 1% salary pool for something other than an across-the-board adjustment (i.e. compensation plan adjustments or faculty promotions), a summary of the planned implementation will be submitted to Ms. Preston by no later than **June 2, 2025**.
  - C. Proposed plans will include: itemized breakdown of how the salary pool was spent, the percentage and dollar amount of the salary pool used for each type of increase; the amount of recurring funds encumbered by the proposed increase; the percentage of the compensation plan funded by group; if applicable, which groups if any are excluded from the increase; the type of increase (i.e. living wage, etc.); as well as justifications for any increases to administrators that exceed 10%. This information will be provided for Board approval at the **June Board** meeting.
  - D. Additional information regarding the process for any locally funded increases will be provided in October.
- 4. Restricted Employees** – The above compensation strategies also apply to restricted employees subject to funding availability.

Please contact April Preston with any questions.