TENNESSEE BOARD OF REGENTS
Quarterly Board Meeting
Friday, June 20, 2014 - 9:30 a.m. (CDT)
Agenda

I.   Presentation from the Road Builders Association

II.   Consent Agenda
    A. March 28, 2014 Regular Session Board Meeting
    B. May 1, 2014 Special Called Session
    C. June 2, 2014 Special Called Session
    D. Report of Interim Action
    E. Report of the Committees
        1. Report of the Tennessee College of Applied Technology Meeting on June 19, 2014
        2. Report of the Business Community and Public Affairs Committee Meeting on June 19, 2014
        3. Report of the Academic Policies and Programs Committee Meeting on June 19, 2014
        4. Report of the Audit Committee Meeting on June 3, 2014

III.   Report of the Regents Award in Excellence in Philanthropy

IV.   Report of the Chancellor

V.   Reports of Presidents and Directors

VI.   Unfinished Business

VII.   New Business
    A. Report of the Finance and Business Operations Committee Meeting on June 19, 2014 that Includes Approval of Tuition and Maintenance Fees and Approval of the Funding for Operations for the 2014 – 2015 Fiscal Year
    B. Report of the Personnel and Compensation Committee Meeting on June 19, 2014 that Includes Faculty Promotional Increases and Approval of the System Compensation Plan Recommendations
    C. Report of the June 3, 2014 Meeting of the Ad Hoc Committee on Committees
        • Resolution to Disband the Ad Hoc Committee on Capital Outlay and Capital Maintenance
    D. Notice of Proposed Changes to the Bylaws
    E. Resolution of Appreciation for Regent Deanna Wallace
    F. Resolution of Appreciation for Regent Ashley Humphrey
    G. Resolution of Appreciation for President Tim Hall
    H. Election of the Chairman and Vice Chairman for 2014-2015

March 28, 2014

The Tennessee Board of Regents met in regular session on March 28, 2014, at the TBR system office located in Nashville, Tennessee. Vice Chairman Emily Reynolds presided over the meeting and called the meeting to order. In her opening remarks, Vice Chair Reynolds welcomed and acknowledged newly appointed member, Regent Johnny Stites II, who represents the 6th congressional district. Board Secretary Mary Moody, was asked to call the roll. The following members, constituting a quorum, were present:

Mr. Greg Duckett
Mr. John Farris
Mr. Darrell Freeman
Mr. Tom Griscom
Ms. Ashley Humphrey
Mr. Jonas Kisber
Ms. Emily Reynolds
Mr. Howard Roddy
Mr. J. Parker Smith
Mr. Johnny Stites II
Mr. Bob Thomas
Mrs. Danni Varlan
Ms. Deanna Wallace

Members not available to attend the meeting were Governor Bill Haslam and Commissioners Kevin Huffman, Julius Johnson, and Regents Fran Marcum and Rich Rhoda.

I.   Minutes – Consent Agenda

      Minutes of the December 5, 2013, regular session Board meeting and January 24, 2014, special called session were sent to all Board members for review prior to the quarterly Board meeting. Regent Thomas moved for the approval of the minutes. Regent Kisber provided a second to the motion. The motion passed.

II.   REPORT OF INTERIM ACTION

      Vice Chairman Reynolds called upon Chancellor Morgan who presented the Report of Interim Action, reflecting business transacted by the Office of the Chancellor since the previous meeting of the Board. Chancellor Morgan requested approval of the report. Regent Freeman moved to accept the report. Regent Roddy provided a second to the

motion. The motion passed. A copy of the Report is attached to the official copy of the Minutes as Appendix A.

III.   REPORT OF THE COMMITTEES

The Board then considered approval of the February 13, 2014, minutes of the special called Finance and Business Operations Committee; the March 11, 2014, minutes of the Audit Committee; and, the March 11, 2014, minutes of the Ad Hoc Committee on Committees. Copies of the minutes were provided to all members. Regent Farris moved for adoption of the minutes. A second was provided by Regent Duckett. The motion carried. A copy of the minutes from the special called meeting of the Finance and Business Operations are attached to the official copy of the Minutes as Appendix B. The Audit Committee minutes and background materials are attached to the official copy of the Minutes as Appendix C. A copy of the minutes from the Ad Hoc Committee on Committees are attached to the official copy of the Minutes as Appendix D.

IV.   REPORT OF THE REGENTS AWARD FOR EXCELLENCE IN PHILANTHROPY

Vice Chairman Reynolds called on Regent Duckett for the report on the Regents Award for Excellence in Philanthropy. Regent Duckett reported that the Regents Award for Excellence in Philanthropy had recently been given to Mr. Louis Gump, who was nominated by President Brian Noland of East Tennessee State University. Mr. Gump was instrumental in the establishment of the Roan Scholar Leadership Program. Among its alumni are teachers, physicians, attorneys, health officials, and school counselors. Some 14 years into the program, Mr. Gump continues to be a mentor, fund-raiser and strong advocate. Additionally, Mr. Gump supports the arts, athletics, the College of Business and Technology, the ETSU/General Shale Natural History Museum, and the Visionary Committee for 125. Regent Duckett expressed the gratitude of East Tennessee State University and the Tennessee Board of Regents System to Mr. Gump for his generosity. Regent Smith provided further words of appreciation for Mr. Gump and his support to the university.

V.   REPORT OF THE CHANCELLOR

Chancellor Morgan gave an update on the Completion Summit that was held on March 27 in Nashville, Tennessee. Among the 200 in attendance were Governor Bill Haslam and other leaders from the two higher education systems and institutions. The teams that were invited to participate reviewed and celebrated strategies that enhance the goals of student success in Tennessee.

The Chancellor then reported on the presidential searches for the University of Memphis and Austin Peay State University. The University of Memphis search has completed its campus interviews with the four finalists. The Chancellor stated that soon after polling the committee members he hoped to bring a recommendation to the Board for action to hire the next president of the University of Memphis. The search is chaired by Regent Duckett with Regents Farris and Humphrey serving on the committee.

Round one interviews are scheduled for March 31 and April 1 to interview 12 candidates for the search at Austin Peay State University. From that group, finalists will be asked back for campus interviews April 28 thru May 2. The search is chaired by Regent Thomas with Regents Farris, Freeman and Reynolds serving on the committee.

Next, Chancellor Morgan recognized Angela Flynn and Mark Hodges for their work in implementing the Sciquest procurement system. Recently, these two were recognized by Sciquest with the "Rookie of the Year Award," an award given to procurement professionals who exemplify professional and impressive performance and attention to detail. Chancellor Morgan thanked them for their efforts in this project.

Chancellor Morgan concluded his report with the recognition of Olivia Orten, a student at Northeast State Community College. Ms. Orten was named the 2014 New Century Scholar, the only community college student in Tennessee to receive this honor. The New Century Scholars Program is sponsored by The Coca-Cola Foundation, Coca-Cola Scholars Foundation, Phi Theta Kappa, and the American Association of Community Colleges. More than 1,700 students were nominated from more than 900 community colleges. Judges consider grades, leadership activities and, most importantly, how students extend their intellectual talents beyond the classroom. A total of 51 students received the honor. New Century Scholars are the highest scoring students in each state, plus one student from Canada and one additional student chosen from among one of the remaining seven sovereign nations where Phi Theta Kappa is represented internationally. Each scholar receives a $2,000 scholarship and is invited to attend the American Association of College Presidents Convention in Washington, D.C.

Ms. Orten attributes much of her success to Northeast State's TRiO Student Support Services program, a federally funded program that provides tutoring, mentoring, and college transfer services to eligible college students. Orten, a social work major with a 4.0 GPA, plans to transfer to East Tennessee State University to continue her education. She hopes to return to Northeast State and become a TRiO transfer advisor.

VI.   REPORTS OF PRESIDENTS AND DIRECTORS

The university presidents' report was presented by President Phil Oldham, Tennessee Tech University. President Oldham gave an overview of changes at the universities since the Complete College Act in 2010. His report consisted of data taken from the Tennessee

Higher Education Commission that stated that at the universities degrees are up 13%, enrollment is up 6%, state funding is down by 37% per FTE, tuition is up 23% per FTE and actual costs down 2% per FTE. In addition to this report, a video was shown that depicted how universities open doors, inspire discovery, encourage ambition, promote fresh starts, and promote individuality, all leading to student success.

The report of the community college presidents followed. President Jim Catanzaro introduced two campuses chosen to highlight special programs at their campuses. Mr. John Churchill, Executive Director from Southwest Tennessee Community College, introduced a video showcasing the Advanced Integrated Industrial Technology program, highlighting the partnership with Hershey Manufacturing in Memphis. Next, President Anthony Wise from Pellissippi State made a presentation on the Automated Industrial Systems Concentration program and its partnership with Denso Manufacturing. Vice Chair Reynolds pointed out that the presentations illustrate how important it is for our schools to listen to the needs of the business community and fulfill those needs.

For the report of the directors, TCAT Director Brad White introduced the TCAT Director of Memphis, Dr. Roland Raynor, who showcased the partnership between TCAT Memphis' aviation program and FedEx Corporation. Mr. Joaquin Villarreal, Senior Manager for FedEx was on hand to assist with the report. Dr. Raynor reported that TCAT Memphis has 800 aviation program students working at FedEx.

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

VII. UNFINISHED BUSINESS

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

VIII. NEW BUSINESS – Consent Agenda

The following items were presented under the consent agenda:

1. Proposed Revisions to TBR Policy 2:01:01:00 – Approval of Academic Programs, Units and Modifications
2. Proposed Revisions to TBR Policy 4:01:00:00 – Budget Control
3. Proposed Revisions to Policy 4:01:00:10 – Community College Resource Allocation Plan
4. Proposed Revisions to TBR Policy 4:01:01:10 – Deposit and Investment of Funds
5. Repeal of System-wide and Institutional Rules

Regent Kisber moved for approval of the consent agenda. Regent Freeman provided a second. A copy of the revisions to TBR Policy 2:01:01:00 – Approval of Academic Programs, Units, and Modifications attached to the official copy of the Minutes as Appendix E. A copy of the revisions to TBR Policy 4:01:00:00 – Budget Control is attached to the official copy of the Minutes as Appendix F. A copy of the revisions to TBR Policy 4:01:01:10 – Community College Resource Allocation Plan is attached to the official copy of the Minutes as Appendix G. A copy of the revisions to TBR Policy 4:01:01:10 – Deposit and Investment of Funds is attached to the official copy of the Minutes as Appendix H. A copy of the repeal of system-wide and institutional rules is attached to the official copy of the Minutes as Appendix I.

NEW BUSINESS – Informational Reporting

The following agenda items were presented for informational purposes only and required no action. The first agenda item under Informational Reporting was an overview of the Governor's Budget Recommendations. Vice Chancellor Sims gave an overview of the Governor's FY 2014-2015 higher education budget recommendations. The presentation provided information on the outcome formula and its relationship to the Governor's state appropriation recommendations for TBR institutions. During this presentation Chancellor Morgan and members discussed the implications of previous years' tax structure on higher education and its effects on the outcome based formula funding. A copy of the materials presented is attached to the official copy of the Minutes as Appendix J.

Next, Vice Chancellor Gregory gave an update on legislation affecting higher education that highlighted the Governor's initiative to promote the Drive to 55 that includes the Tennessee Promise and Tennessee Reconnect Scholarship. His report also included an update on the lottery award adjustments for our institutions as well as legislation on sunset and governance, in-state tuition, student activity fees, religious freedom and legislation requiring task forces or studies.

NEW BUSINESS – Action Items

The first item covered under New Business – Action Items was approval of the recommendation for director at the Tennessee College of Applied Technology at Morristown. Vice Chairman Reynolds called on Chancellor Morgan who recommended Mr. Jerry Patton to be the next director at the Tennessee College of Applied Technology at Morristown. Mr. Patton started his career with the Tennessee Board of Regents at Walters State Community College as their JTPA Counselor from 1988 to 1994. He then served as the Student Services Coordinator at TCAT-Morristown from 1994 – 2000. Mr. Patton was the Director at TCAT-Elizabethton from 2000-2009. He retired on June 30, 2009. During his retirement, he served as the Assistant Director at TCAT-Knoxville from February 2013 – December 2013 on a 120-day contract. He came out of retirement

to serve as the Interim Director at TCAT-Morristown on January 2, 2014. Regent Varlan moved to accept Chancellor Morgan's recommendation. Regent Stites provided a second. The motion carried unanimously.

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

Vice Chair Reynolds called on Vice Chancellor Denley to present the three new degree program proposals from Austin Peay State University and one program proposal from East Tennessee State University. Regent Thomas moved to approve the recommended proposals. Regent Roddy seconded the motion and the motion passed. A copy of the program proposals are attached to the official copy of the Minutes as Appendix L.

Next, Vice Chancellor Denley presented revisions to campus student disciplinary policies for East Tennessee State University, Middle Tennessee State University, University of Memphis, Cleveland State Community College, Columbia State Community College, Jackson State Community College, Nashville, State Community College, Southwest Tennessee Community College, Volunteer State Community College and the Tennessee Colleges of Applied Technology. Regent Duckett made the motion to accept the revisions as presented. Regent Griscom seconded the motion. The motion carried. The revised disciplinary policies may be found in the March 28, 2014 Board Materials on the TBR website at: http://www.tbr.edu/about/default.aspx?id=1390 .

The next item on the agenda was the approval of the March 11, 2014 minutes from the special called meeting of the Finance and Business Operations Committee that included a recommendation on mandatory and incidental fee requests and approval of the March 6, 2014 minutes of the Ad Hoc Committee on Capital Outlay and Capital Maintenance that included amendments to the capital disclosure list. Regent Farris moved for approval of the minutes with a second provided by Regent Humphrey. A roll call vote was taken and the motion was approved. Minutes from the March 11, 2014 special called meeting of the Finance and Business Operations Committee and the March 6 meeting of the Ad Hoc Committee on Capital Outlay and Capital Maintenance are attached to the official Minutes as Appendix M.

Vice Chancellor Sims was asked to present the next item on the agenda, additional recommendations on mandatory and incidental fees. At the March 11, 2014 special called meeting of the Finance and Business Operations Committee staff recommended deferring action on several fee requests until additional information was obtained. The two deferred items were to reclassify application fees from non-mandatory to mandatory at Chattanooga State Community College and to establish enrollment services at Walter

State Community College. Materials presented for the Board's consideration showed institutions requesting the elimination of application fees together with the increase in campus access fees required to offset the loss of application fee revenues. Regent Thomas moved to accept the additional recommendations as presented. Regent Kisber seconded the motion and the motion was approved by roll call vote. A copy of the additional recommendations is attached to the official copy of the Minutes as Appendix N.

Next, Vice Chairman Reynolds called on Vice Chancellor Nichols to present the agreement between Volunteer State Community College and Nashville State Community College regarding primary service areas. The two institutions requested that the 2007 agreement be terminated and enter into a new agreement concerning certain operations inside each other's Primary Service Area. The primary changes between the July 2007 Agreement and the proposed 2014 Agreement are: 1) the elimination of program restrictions currently in place; and 2) Permit either college, within current TBR policies and procedures, to create, develop, or occupy a community college site, center, or campus within their respective Primary Service Areas without objection from the other. A motion was made by Regent Thomas to accept the new agreement with a second provided by Regent Farris. The motion carried. Copies of the 2007 Service Agreement and the 2014 Service Agreement are attached to the official copy of the Minutes as Appendix O.

Chancellor Morgan was asked to present the next item on the agenda which was a request to name the Strawberry Plains campus building at Pellissippi State Community College in honor of Jenny and Randy Boyd. Regent Varlan moved to accept the naming request. Regent Freeman seconded the motion and the motion was approved. On behalf of Jenny and Randy Boyd, President Wise expressed their deep appreciation for this honor and expressed his appreciation of the Boyd's active support and participation at Pellissippi State and in the community.

Next was a resolution of appreciation for Director Rick Brewer for his years of service to the Tennessee Board of Regents. Regent Varlan presented and moved to adopt the resolution of appreciation. Regent Freeman provided a second. The motion carried unanimously. Director Brewer addressed the Board and thanked everyone for the support and encouragement throughout his tenure with the system. A copy of the resolution is attached to the official copy of the Minutes as Appendix P.

As the last item on the agenda, Regent Thomas presented a resolution of appreciation for Regent John S. "Steve" Copeland for his years of service on the Board. Upon completion of the resolution, Regent Thomas moved to adopt the resolution. A second was provided by Regent Farris and the motion carried unanimously. Regent Copeland addressed the Board and expressed his deep appreciation for serving on this distinguished Board. A copy of the resolution is attached to the official copy of the Minutes as Appendix Q.

IX. ADJOURNMENT OF THE MEETING

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

Respectfully submitted,

Mary G. Moody
Mary G. Moody, Secretary

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John G. Morgan, Chancellor

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Emily J. Reynolds, Vice Chair

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MINUTES

TENNESSEE BOARD OF REGENTS

SPECIAL CALLED SESSION

May 1, 2014

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The Tennessee Board of Regents met in a special called telephonic session on Thursday, May 1, 2014, at 2:45 p.m. (CDT). The purpose of the special session was to receive recommendations for the presidency at the University of Memphis and the director at Tennessee College of Applied Technology at Hohenwald. Vice Chairman Reynolds thanked Governor Haslam for participating on the call and called the meeting to order. In the absence of the Board Secretary, Ms. Sonja Mason was asked to call the roll. The following members participated:

> Governor Bill Haslam, Chairman
> Regent Emily Reynolds, Vice Chairman
> Regent Greg Duckett
> Regent John Farris
> Regent Darrell Freeman
> Regent Tom Griscom
> Commissioner Kevin Huffman
> Regent Ashley Humphrey
> Regent Jonas Kisber
> Regent Fran Marcum
> Regent J. Parker Smith
> Regent Johnny Stites
> Regent Bob Thomas
> Regent Danni Varlan
> Regent Deanna Wallace

A quorum was present. Commissioner Julius Johnson, and Regents Rich Rhoda and Howard Roddy were not available for the call. Media and other guests were on the call.

The purpose of the special called meeting was to receive and act upon a recommendation for the presidency at the University of Memphis. Vice Chairman Reynolds called on Chancellor Morgan for the recommendation. Chancellor Morgan thanked the search committee for its commitment and dedication to the search process. Board members who served on the search committee were: Vice Chairman Greg Duckett, Chair of the search committee, Regents John Farris and Ashley Humphrey. Chancellor Morgan proceeded with the recommendation of Dr. David Rudd as the next president of the University of Memphis. Currently Dr. Rudd serves as Provost at the University of Memphis.

Next, Vice Chairman Reynolds called on Regent Duckett, who provided comments about the search. There were over 70 applicants received from across the country. The search committee held its first meeting on December 4, 2013. On February 3rd, the search committee met and

selected candidates for round one interviews. Ten of the candidates were invited to meet with the committee on February 19 and 20. As a result of the interviews, six candidates were brought forward for reference checking. The committee met again on March 6 to discuss and review reference feedback on the candidates selected to move forward. It was the consensus of the committee at that time to bring four finalists forward for campus interviews on March 17 through March 25.

Regent Duckett thanked Dr. Betty Asher, search consultants for Greenwood/Asher and Associates, and all those involved in the search process for their efforts in selecting the next leader of the University of Memphis.

Governor Haslam addressed the Board and stated that he had the pleasure of interviewing all four finalists. He complimented everyone on a successful search process. He further complimented Dr. Rudd on his leadership ability and is excited about the future of the University of Memphis.

Regent Farris provided further comments concurring the recommendation, Regent Duckett moved to accept Chancellor Morgan's recommendation to hire Dr. David Rudd as the next president of the University of Memphis. A second was provided by Regent Farris. A roll call vote was taken and the motion passed unanimously.

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

The next item of business was the recommendation for the director at the Tennessee College of Applied Technology at Hohenwald. Vice Chairman Reynolds called on Chancellor Morgan for the recommendation.

Chancellor Morgan recommended Ms. Kelli Kea-Carroll, who has served at the TCAT-Hohenwald as the Assistant Director since 2002. Vice Chairman Reynolds served on the search committee and provided details of the search. The search opened in January 2014. The committee consisted of twelve members including Vice Chairman Reynolds, Vice Chancellor James King, Dr. Janet Smith, President of Columbia State Community College, representatives from the college's faculty, staff, students, the lead institution, the college's general advisory committee. The search committee met on February 27, March 24 and April 9 to review the applicants, select interview candidates, and conduct interviews. Vice Chancellor James King and Regent Danni Varlan, Chair of the Tennessee Colleges of Applied Technology Committee, provided additional remarks about Ms. Kea-Carroll and to support the recommendation of the chancellor. The recommendation to hire Ms. Kelli Kea-Carroll as the director of the TCAT-Hohenwald was made by Vice Chairman Reynolds with a second from Regent Thomas. The motion carried by roll call vote. Ms. Kea-Carroll provided words of appreciation for the confidence placed in her as the next director.

In closing, Governor Haslam thanked all of the regents for their time and effort put forth to serve the greater need of the state.

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

Respectfully submitted,

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Mary G. Moody, Secretary

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John G. Morgan, Chancellor

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Emily J. Reynolds, Vice Chairman

MINUTES

TENNESSEE BOARD OF REGENTS

SPECIAL CALLED SESSION

June 2, 2014

The Tennessee Board of Regents met in a special called telephonic session on Monday, June 2, 2014, at 3:30 p.m. (CDT). The purpose of the special session was to receive recommendation for the presidency at Austin Peay State University. Vice Chair Reynolds called the meeting to order and asked the Board Secretary, Mary Moody to call the roll. The following members participated:

> Regent Emily Reynolds, Vice Chairman
> Regent Greg Duckett
> Regent John Farris
> Regent Darrell Freeman
> Regent Tom Griscom
> Regent Ashley Humphrey
> Regent Jonas Kisber
> Regent Fran Marcum
> Regent Howard Roddy
> Regent J. Parker Smith
> Regent Johnny Stites
> Regent Bob Thomas
> Regent Deanna Wallace

A quorum was present. Commissioner Kevin Huffman, Commissioner Julius Johnson, and Regent Danni Varlan were not available for the call. Media and other guests were on the call.

The purpose of the special called meeting was to receive and act upon a recommendation for the presidency at Austin Peay State University. Vice Chairman Reynolds called on Chancellor Morgan for the recommendation. Chancellor Morgan thanked the search committee for its commitment and dedication to the search process. Board members who served on the search committee were: Vice Chairman Bob Thomas, Chair of the search committee, Regents John Farris, Darrell Freeman and Emily Reynolds. Chancellor Morgan proceeded with the recommendation of Dr. Alisa White as the next president of Austin Peay. Currently Dr. White serves as Provost and Senior Vice President for Academic Affairs at the University of Texas at Tyler.

Next, Vice Chairman Reynolds called on Regent Thomas, who provided comments about the search. There were over 79 applicants from throughout the country. The search committee held its first meeting on February 17, 2014. On March 14, the search committee met and selected twelve candidates who were invited to meet with the committee on March 31 and April 1. As a result of those interviews, eight candidates were selected to advance. The committee met again

on April 16 to discuss and review reference feedback on those candidates. It was the consensus of the committee at that time to bring four finalists forward for campus interviews on April 28 through May 5.

Regent Thomas thanked Dr. Betty Asher, search consultants for Greenwood/Asher and Associates, and all those involved in the search process for their efforts in selecting the next leader of Austin Peay.

Regent Freeman expressed his appreciation for the opportunity to serve on the search committee. Regent Farris provided further comments, concurring in the recommendation and thanking Regent Thomas for his leadership of the search. Regent Thomas moved to accept Chancellor Morgan's recommendation to hire Dr. Alisa White as the next president of Austin Peay State University. A second was provided by Regent Stites. A roll call vote was taken and the motion passed unanimously.

Vice Chairman Reynolds congratulated Dr. White on her new appointment and then her asked to address the Board. Dr. White expressed her appreciation to the Tennessee Board of Regents System and welcomed the opportunity to serve as the next president at Austin Peay State University.

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

Respectfully submitted,

Mary G. Moody, Secretary

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John G. Morgan, Chancellor

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Emily J. Reynolds, Vice Chairman

MEMORANDUM

TO: Members of the Tennessee Board of Regents

FROM: John G. Morgan

DATE: June 10, 2014

SUBJECT: Interim Action Report – Second Quarter

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

I. Personnel Actions – Tennessee Board of Regents Staff

Appointments: None

Reclassifications: None

Promotions: None

Transfers: Woody Woodward – Tennessee Colleges of Applied Technology to Regents Online Campus Collaborative

Retirement: None

Separations: None

Reclassifications & Degree Changes: Attachment A

Appointments with salaries $100,000 or more: Attachment B

Counter Offers: Attachment C

Special Adjustment/Critical Increases: Attachment D

Technical Corrections: None

Austin Peay State University | East Tennessee State University | Middle Tennessee State University | Tennessee State University | Tennessee Technological University | University of Memphis

Chattanooga State Community College | Cleveland State Community College | Columbia State Community College | Dyersburg State Community College | Jackson State Community College

Motlow State Community College| Nashville State Community College | Northeast State Community College | Pellissippi State Community College | Roane State Community College

Southwest Tennessee Community College | Volunteer State Community College | Walters State Community College | Tennessee Colleges of Applied Technology

II. Acceptance of Gifts and Grants

III. Construction Projects: State Building Commission Activities – Attachment E
Summary of Construction Contracts – Attachment F

IV. Tennessee Colleges of Applied Technology 14-Day Review Summary – Attachment G

V. Approval of Contracts and Agreements: Attachment H

JGM/sm
Enclosures

Reclassification and Degree Change Report
Quarterly Board Meeting - Cycle 2

Institution	Number of Degree Changes	Range of Increases	Total Cost of Degree Changes	Chancellor Signature Required	Number of Reclassifications	Range of Increases	Total Cost of Reclassifications	Chancellor Signature Required
APSU	0	0	0	0	0	0	0	0
ETSU					3	1,259 - 5,011	12,710	0
MTSU	1	2,000	2,000	0	3	621-5,695	7,283	0
TSU	0	0	0	0	5	1,721 - 7,696	18,161	0
TTU	0	0	0	0	13	1,408 - 11,437	82,827	0
UOM	0	0	0	0	9	3,280 - 11,245	64,910	0
CSTCC	12	564 - 1,890	15,496	13	13	1,480 - 18,000	82,363	0
CLSCC	9	500 - 1,000	6,000	0	0	0	0	0
COSCC	0	0	0	0	0	0	0	0
DSCC	1	2,600	2,600	0	0	0	0	0
JSCC	0	0	0	0	0	0	0	0
MSCC	0	0	0	0	0	0	0	0
NASCC	0	0	0	0	0	0	0	0
NESCC	11	1,200 - 1,600	0	0	0	0	0	0
PSCC	1	1,000	1,000	0	1	7,840	7,840	0
RSCC	0	0	0	0	0	0	0	0
STCC	0	0	0	0	0	0	0	0
VSCC	0	0	0	0	3	2,825 - 7,358	13,527	0
WSCC	1	1,480 - 2,304	3,784	0	3	2,500 - 6,100	11,300	0
TBR	3	1,650 - 1,800	5,100	3	0	0	0	0
TTC	1	750	750	0	3	3,695 - 4,316	11,769	0
ECOM	0	0	0	0	4	1,009 -5,373	9,770	0
EFAM								0
EPHRM	0	0	0	0	0	0	0	0

TBR System-wide Appointments
$100,000 and Above - Cycle 2

Institution	Name	Position	Effective Date	Salary
ETSU	Dr. Anant Godbole	Director of the ETSU Center of Excellence in Math and Science Education	08/01/14	$122,561
UOM	Karen Weddle-West	Interim Provost	5/16/2014	$200,000
UOM	Ms. Melanie Murray	University Counsel	TBD	$145,000
CSCC	Ms. Kimberly McCormick	Vice President/Provost - Academic Affairs	8/1/2014	$140,000
NESCC	Mr. Fred Lewis	Vice President of Administrative Services	4/1/2014	$115,000

TBR Systemwide
Counter Offers - Cycle 2

UOM	Mr. Barry Odom	Assistant Football Coach	Retroactive 1/16/2014	$72,000	$372,113
UOM	Ms. Fletcher Keel	University Webmaster	4/1/2014	$8,000	$75,016

TBR Systemwide
Special Adjustment/Critical Increases - Cycle 2

Institution	Name	Position	Effective Date	Increase Amount	Salary
ETSU	Dr. Peter R. Bockhorst	Assistant Professor, Department of Family Medicine	3/1/2014	$11,547	$160,000
ETSU	Dr. Mark Brummel	Assistant Professor, Department of Family Medicine	3/1/2014	$14,845	$160,000
ETSU	McKenzie Calhoun	Assistant Professor, Department of Pharmacy Practice	4/1/2014	$4,000	$99,000
MTSU	Win Case	Assistant Coach, Men's Basketball	6/1/2011	$10,000	$110,040
MTSU	Greg Grensing	Assistant Coach, Men's Basketball	6/1/2014	$5,000	$105,000
MTSU	Aston Rhoden	Head Coach - Women's Soccer	4/1/2014	$12,000	$72,000
MTSU	Christopher Cahill	Assistant Coach - Women's Soccer	4/1/2014	$3,000	$38,372
MTSU	Lauren Roberston	Assistant Coach - Women's Soccer	4/1/2014	$3,000	$36,495
CSCC	Sharyn Moreland	Director - Small Business Development Center	7/1/2014	$9,933	$73,899
CSCC	Thomas Nix	Small Business Specialist - Small Business Development Center	7/1/2014	$15,242	$51,655
CSCC	Ivette Rios	Small Business Specialist - Small Business Development Center	7/1/2014	$10,546	$51,655

Tennessee Board of Regents
Summary of State Building Commission Executive Subcommittee

March 24, 2014 SBC Executive Subcommittee Meeting

Institution	Transaction	SBC ESC Action	Action to be Taken
MTSU SBC 166/009-02-2014	Demolition	Approved demolition of photography building on MTSU campus.	MTSU to coordinate demolition process.
TTU 14-03-002	Acquisition	Approved acquisition of property located at 821 North Willow Avenue in Cookeville by gift from TTU Foundation.	Office of Facilities Development (OFD) and General Services (GS) to coordinate closure.
TTU SBC 166/011-02-2014	Demolition	Approved demolition of buildings at 821 North Willow Avenue.	TTU to coordinate demolition process.
APSU Transaction 14-03-001	Acquisition	Approved acquisition of property located at 514/524 College Street in Clarksville.	OFD and GS to coordinate closure.
MSCC 166/021-02-2014	Athletic Fields Renovation	Approved the firm of Gilbert McLaughlin Casella to design the project.	OFD to prepare designer agreement and proceed with project.

May 19 , 2014 SBC Executive Subcommittee Meeting

Institution	Transaction	SBC ESC Action	Action to be Taken
MTSU Transaction 14-04-015	Acquisition	Approved acquisition of property located at 1109 E. Bell Street.	OFD and GS to coordinate closure.
NeSCC Transaction 12-10-908	Lease Amendment No. 1	Approved Amendment to Lease Agreement between NeSCC and City Central, LLC in the annual amount of $275,838.08 from March 1, 2013 thru February 28, 2018 with five one-year option renewals and increase of 5,437 sq. ft. for a total of 21,415 sq. ft.	OFD and GS to coordinate execution of lease amendment.
APSU 166/003-02-2014	Baseball Field Lighting Replacement	Approved the firm of Oliver-Little-Gipson Engineers to design the project.	OFD to prepare designer agreement and proceed with project.
APSU 166/003-03-2014	Strawberry Alley Renovation	Approved the firm of Goodwyn Mills and Cawood to design the project.	OFD to prepare designer agreement and proceed with project.
ETSU 166/005-01-2014	DP Culp / S tone Hall Renovation	Approved the firm of Red Chair Architects to design the project.	OFD to prepare designer agreement and proceed with project.
MSCC 166/021-03-2014	Eoff Hall Powers Auditorium Renovations	Approved the firm of Hefferlin + Kronenberg to design the project.	OFD to prepare designer agreement and proceed with project.

Tennessee Board of Regents
Summary of State Building Commission Actions
03/06/2014 to 05/23/2014

Date	SBC Number	Institution	Project	Value	SBC Action
03/13/2014					
	166/003-05-2013	APSU	Fine Arts Improvements	20,260,000	Award contract for CM/GC
	166/005-01-2012	ETSU	Kingsport Family Physicians Center	2,764,700	Allocate funding and revise total budget
	166/007-02-2013	UoM	Women's Softball Training Facility	1,150,000	Alloc; ok to proceed
	166/007-03-2014	UoM	Basketball Training Center Construction	20,000,000	Appr acceptance of gift-in-place
	166/007-04-2014	UoM	Indoor Football Practice Facility	19,000,000	Appr acceptance of gift-in-place
	166/009-01-2013	MTSU	McFarland Building Renovations	2,275,000	Revise budget and source funding to award contract
	166/011-05-2007	TTU	Master Plan Update	350,000	Approve MP update
	166/021-01-2014	Motlow SCC	Forrester Building Interior Updates	188,000	Recieved report of TH project
	166/021-02-2014	Motlow SCC	Athletic Fields Renovation	380,000	Recieved report of TH project
03/24/2014					
	166/009-02-2014	MTSU	Demolition - 431 Friendship Street	120,000	Approve demolition
	166/011-02-2014	TTU	821 North Willow Avenue Demolition	10,000	Approve demolition
	166/021-02-2014	Motlow SCC	Athletic Fields Renovation	380,000	Selected designed
04/03/2014					
	166/011-03-2014	TTU	Derryberry Hall Lobby and Corridor Updates	460,000	Threshold project approved by OSA
04/16/2014					
	166/001-02-2012	TSU	Hankle Hall Upgrades	3,147,267	Revise budget and source funding
	166/001-03-2010	TSU	Boswell Fume Hood Updates	4,500,000	Revise scope and project budget
	166/005-01-2013	ETSU	New Data Center	2,705,897	Revise budget and source funding
	166/005-01-2014	ETSU	D. P. Culp and Stone Hall Renovations	15,000,000	Approve project
	166/005-04-2012	ETSU	Memorial Center Renovations	3,000,000	Revise scope and source of funding
	166/009-02-2005	MTSU	Sewer System and Steam Manhole Updates	1,217,808	Resive budget and funding
	166/009-09-2010	MTSU	Physical Plant Upgrades	3,576,725	Revise budget and source funding
	166/009-10-2013	MTSU	Bell Street Building Renovations	6,000,000	Approve award of CM/GC contract
	166/015-01-2012	Columbia SCC	Williamson County Center Relocation	38,500,000	Revise budget and source funding and OK to proceed
	166/021-03-2014	Motlow SCC	Eoff Hall Powers Auditorium Renovations	650,000	Approve project
	166/033-02-2011	Southwest Tn CC	Union Campus Parking Structure	2,990,000	Approve EDP as recommended by SA
	166/034-01-2012	Nashville SCC	New Academic and Support Building	23,114,584	Revise budget and source funding
04/17/2014					
	166/011-04-2011	TTU	Live and Learn Village Renovations	1,250,000	Rec'vd rprt of C.O. #5 @ 13.16%
	166/032-01-1996	Pellissippi SCC	Admin & Alexander Bldgs Renovations	5,275,000	Rec'vd rprt Subcontractor replacement
04/22/2014					
	166/007-05-2014	UoM	Lambuth Boiler Replacements	268,000	Threshold project approved by OSA
04/24/2014					
	166/007-06-2014	UoM	Parking Lot Paving	320,000	Threshold project approved by OSA
05/06/2014					
	166/007-07-2014	UoM	Lambuth Classroom Updates	250,000	Threshold project approved by OSA

Date	SBC Number	Institution	Project	Value	SBC Action
05/08/2014					
	166/001-02-2012	TSU	Hankle Hall Upgrades	3,497,267	Revise budget and source funding to award contract
	166/003-02-2014	APSU	Baseball Field Lighting Replacement	380,000	Approve project
	166/003-03-2014	APSU	Strawberry Alley Facility Renovations	1,300,000	Approve project
	166/003-05-2012	APSU	Governors Stadium Renovation	19,000,000	Rec'vd rprt of CO #4 @ 5.67%
	166/007-03-2010	UoM	Elevator Modernization	4,330,000	Revise scope, project budget, and funding
	166/007-05-2014	UoM	Lambuth Boiler Replacements	268,000	Recieved report of TH project
	166/011-03-2009	TTU	Tech Village Apartments Renovations	15,976,000	Rec'vd rprt of CO #13 @ 12.44%
	166/011-03-2014	TTU	Derryberry Hall Lobby and Corridor Updates	460,000	Recieved report of TH project
	166/011-04-2014	TTU	Food Service Improvements	2,000,000	Approve project
	166/011-13-2013	TTU	Outdoor Tennis Courts Updates	350,000	Revise budget and source funding
	166/017-01-2010	Dyersburg SCC	Building Mechanical System Modernization	1,190,000	Revise scope, project budget, and funding
	166/023-01-2013	Walters SCC	College Center HVAC Corrections	550,000	Rec'vd report bid withdrawal
	166/025-01-2014	Volunteer SCC	Duffer Plaza Site Improvements	700,000	Approve project
	166/033-01-2013	Southwest Tn CC	Master Plan	150,000	Allocate funding and select consultant
05/19/2014					
	166/003-02-2014	APSU	Baseball Field Lighting Replacement	380,000	Designer selected
	166/003-03-2014	APSU	Strawberry Alley Facility Renovations	1,300,000	Designer selected
	166/005-01-2014	ETSU	D. P. Culp and Stone Hall Renovations	15,000,000	Designer selected
	166/021-03-2014	Motlow SCC	Eoff Hall Powers Auditorium Renovations	650,000	Designer selected

CONSTRUCTION CONTRACTS AWARDED
03/06/2014 to 05/23/2014

28 contracts totaling $27,376,308.46

Designer	Contractor	Project Name / Institution	Project Number	Awarded	Contract Sum
MEP Engineering, Inc.	Interstate Mechanical Contractors	Various HVAC Equipment and Controls Update Cleveland SCC	166/013-01-2004G	03/11/2014	464,500.00
Hart Freeland Roberts, Inc.	Hawkins Development Company	Football Field Turf Replacement MTSU	166/009-13-2013CM	03/12/2014	905,000.00
Kurzynske & Associates	Dillingham & Smith Mechanical & Sheetmetal Contrac	Underground Piping Replacement Motlow SCC	166/021-03-2011A	03/18/2014	337,771.00
Adkisson & Associates Architects, Inc.	Impulse Electrical Systems, Inc.	Administration Bldg. Restroom Renovations TCAT - Murfreesboro	166/000-02-2011C	03/20/2014	78,496.00
Fleming/Associates/Architects, P.C.	Contract Furniture Alliance, Inc.	Nursing & Biotechnology Fixtures, Furnishings, & Equipment Southwest Tn CC	166/033-01-2009FE	03/26/2014	422,974.50
Johnson Architecture, Inc.	Preston Construction Company	Multiple Buildings Accessibility and Code Corrections ETSU	166/005-01-2011C	03/26/2014	270,400.00
Street Dixon Rick Architecture, PLC	Baron Construction, LLC	McFarland Building Photography Renovations MTSU	166/009-01-2013	03/26/2014	1,769,950.00
Kurzynske & Associates	Four Seasons Heating & Air Conditioning, Inc.	Mattox Building HVAC Updates Volunteer SCC	166/025-02-2012	03/28/2014	643,063.00
Beeson, Lusk, & Street, Inc., Architects	J. E. Green Company	Memorial Center Football Dressing & Weight Room Renovations ETSU	166/005-04-2012P3	04/14/2014	947,300.00
Kurzynske & Associates	Harlan Electric Company, Inc.	Underground Electrical Part 4 Update APSU	166/003-03-2009C	04/14/2014	1,106,492.00
Gould Turner Group, P.C.	Synergy Business Environments	Goff Health Science & Tech'y Bldg Furniture RSCC Oak Ridge Campus	166/027-01-2011FE	04/14/2014	363,793.65
West Welch Reed Engineers, Inc.	ShoffnerKalthoff Mechanical Electrical Service, In	Strawberry Plains Campus HVAC Replacement Pellissippi SCC	166/032-06-2012	04/14/2014	464,800.00
Genesis Engineering Group, LLC	Lee Company	Library Mechanical System Updates APSU	166/003-03-2012	04/15/2014	1,910,013.00
Beeson, Lusk, & Street, Inc., Architects	P & W Construction Company, LLC	Clement, Dossett, Powell, & West Campus Housing Renovations ETSU	166/005-04-2013A	04/16/2014	912,400.00

Designer	Contractor	Contract Sum	Awarded	Project Number	Project Name / Institution
McGehee Nicholson Burke Architects, P.C.	Contract Furniture Alliance, Inc.	748,030.00	04/23/2014	166/017-01-2008FE	Student Services & LRC Bldg Furniture DSCC Jimmy Naifeh Center
West Welch Reed Engineers, Inc.	Nor-Well Company, Inc.	259,980.00	04/28/2014	166/005-03-2013	CoM Building #2 Chilled Water System Replacement ETSU
Design Innovations Architects, Inc.	C.M. Henley Company, LLC	281,680.00	04/30/2014	166/000-01-2011E7	TCAT - Chattanooga Roof Replacement Chattanooga SCC
Design Innovations Architects, Inc.	Porter Roofing Contractors, Inc.	174,900.00	04/30/2014	166/027-03-2013	Cumberland County Campus Roof Replacement Roane SCC
I.C. Thomasson Associates, Inc.	PPMI Construction Company	1,029,140.00	05/06/2014	166/011-04-2013	Steam Plant Conversion TTU
Design Innovations Architects, Inc.	C.M. Henley Company, LLC	220,715.00	05/08/2014	166/000-01-2011E8	Administration Bldg. Roof Replacement TCAT - Knoxville
Canup Engineering, Inc.	Advance Electric Company, Inc.	251,825.00	05/09/2014	166/007-07-2013A	Various Buildings Fire Alarm Upgrades UoM
Red Chair Architects	Interstate Mechanical Contractors	441,260.00	05/09/2014	166/023-01-2013	College Center HVAC Corrections Walters SCC
McFarlin Huitt Panvini, Inc.	Boger Construction LLC	2,671,000.00	05/19/2014	166/001-02-2012B	Hankal Hall Upgrades TSU
Maffett Loftis Engineering, LLC	Don Kennedy Roofing Company, Inc.	375,114.00	05/19/2014	166/011-14-2013A	Jobe/Murphy Residence Hall Reroof TTU
Hoar Construction, LLC	Hoar Construction, LLC	8,494,564.15	05/19/2014	166/019-01-2011CM	Nursing and Allied Health New Construction Jackson SCC
Gould Turner Group, P.C.	Synergy Business Environments	137,833.57	05/19/2014	166/015-03-2012FE	Jones Student Center Furniture Columbia SCC
Goodwyn, Mills and Cawood, Inc.	CD Steger Construction, Inc.	199,600.00	05/19/2014	166/001-04-2010	Accessibility (ADA) Adaptations TSU
Thomas Miller&Parnters,LLC/Hastings Arch Assoc LLC	Interior Design Services, Inc.	1,493,713.59	05/22/2014	166/009-09-2006FE	Science Facilities Furniture MTSU

Tennessee Colleges of Applied Technology Center Programs
14-Day Review Process
June 2014

In order to respond rapidly to the training needs derived from plant closings, a resolution delegating authority to the Chancellor to approve Tennessee Colleges of Applied Technology programs was proposed and approved during the March 2009 Board Meeting. This resolution allows for program proposals and modifications to be forwarded to the Board for review for 14 days. Once reviewed, the Board delegates authority to the Chancellor to approve the proposals submitted unless objections are voiced by the Board. The following new programs and modifications were approved through this process:

- Implementation of Emergency Dispatch program at Nashville and Memphis
- Implementation of Patient Care program at Nashville
- Implementation of Phlebotomy program at Memphis and McMinnville
- Implementation of 40-hour Hybrid ECG program at Nashville, McMinnville, Memphis and Murfreesboro
- Implementation of Welding program at Nashville

Summary by Type of Contract
Contracts Approved from March 1, 2014 to May 31, 2014

Dept./Institution	Amendment to Existing Contract	Clinical Affiliation	Dual Services	Professional Services	Service Agreement	Other	Contract Total
TBR Offices							
Academics	-	-	1	19	-	1	21
RODP	-	110	2	-	-	-	112
TBR Combined	3	-	17	3	2	12	37
Subtotal	**3**	**110**	**20**	**22**	**2**	**13**	**170**
Institutions							
APSU	-	-	-	-	1	1	2
ETSU	-	-	-	-	-	-	-
MTSU	1	-	-	-	5	3	9
TSU	-	-	-	-	-	-	-
TTU	2	-	-	-	-	2	4
UOM	-	-	-	1	-	4	5
ChSCC	-	-	-	-	-	1	1
CISCC	-	-	-	-	-	1	1
CoSCC	-	-	-	-	-	1	1
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	1	-	1
NaSCC	-	-	1	-	-	-	1
NeSCC	-	-	-	-	-	1	1
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	-	-	-
STCC	-	-	-	-	-	-	-
VSCC	-	-	-	-	-	1	1
WSCC	-	-	-	-	-	-	-
TCAT Combined	-	-	1	-	-	4	5
Subtotal	**3**	**-**	**2**	**1**	**7**	**19**	**32**
Grand Total	**6**	**110**	**22**	**23**	**9**	**32**	**202**

Summary by Type of Contract
Contracts Approved from March 1, 2013 to May 31, 2013

Dept./Institution	Amendment to Existing Contract	Clinical Affiliation	Dual Services	Professional Services	Service Agreement	Other	Contract Total
TBR Offices							
Academics	-	-	-	2	-	-	2
RODP	-	88	1	-	1	2	92
TBR Combined	1	-	13	3	12	4	33
Subtotal	**1**	**88**	**14**	**5**	**13**	**6**	**127**
Institutions							
APSU	-	-	-	-	1	-	1
ETSU	-	-	-	-	-	1	1
MTSU	-	-	-	-	3	4	7
TSU	-	-	2	-	-	-	2
TTU	-	-	-	1	1	1	3
UOM	-	-	-	-	13	3	16
ChSCC	-	-	-	-	-	1	1
ClSCC	-	-	-	-	-	1	1
CoSCC	-	-	-	-	-	-	-
DSCC	-	-	-	-	-	-	-
JSCC	-	-	-	-	-	-	-
MSCC	-	-	-	-	1	2	3
NaSCC	-	-	-	-	-	-	-
NeSCC	-	-	-	-	-	-	-
PSCC	-	-	-	-	-	-	-
RSCC	-	-	-	-	1	-	1
STCC	-	-	-	-	-	-	-
VSCC	-	-	-	-	-	1	1
WSCC	-	-	-	-	-	-	-
TTC Combined	-	-	1	-	-	-	1
Subtotal	**-**	**-**	**3**	**1**	**20**	**14**	**38**
Grand Total	**1**	**88**	**17**	**6**	**33**	**20**	**165**

Tennessee Board of Regents

Contracts Approved March 1, 2014 through May 31, 2014

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
103839	Professional Service	Murat Demirbas	Academics	External Reviewer	2,000.00	No	3/16/2014	12/31/2014	Yes
103908	Professional Service	Volunteer State Community Colleges	Academics	Other - Services	40,500.00	No	3/12/2014	12/31/2014	No
103909	Professional Service	Roane State Community College	Academics	Other - Services	9,000.00	No	3/12/2014	12/31/2014	No
103910	Professional Service	Pellissippi State Community College	Academics	Other - Services	40,500.00	No	3/12/2014	12/31/2014	No
103911	Professional Service	Northeast State Community College	Academics	Other - Services	13,500.00	No	3/12/2014	12/31/2014	No
103912	Professional Service	Motlow State Community College	Academics	Other - Services	9,000.00	No	3/12/2014	12/31/2014	No
103913	Professional Service	Nashville State Community College	Academics	Other - Services	36,000.00	No	3/12/2014	12/31/2014	No
103914	Professional Service	Dyersburg State Community College	Academics	Other - Services	36,000.00	No	3/12/2014	12/31/2014	No
103915	Professional Service	Cleveland State Community College	Academics	Other - Services	22,500.00	No	3/12/2014	12/31/2014	No
103916	Professional Service	Chattanooga State Community College	Academics	Other - Services	85,500.00	No	3/12/2014	12/31/2014	No
103917	Professional Service	University of Memphis	Academics	Other - Services	67,500.00	No	3/12/2014	12/31/2014	No
103918	Professional Service	Tennessee Technological University	Academics	Other - Services	49,500.00	No	3/12/2014	12/31/2014	No
103919	Professional Service	Middle Tennessee State University	Academics	Other - Services	36,000.00	No	3/12/2014	12/31/2014	No
103920	Professional Service	East Tennessee State University	Academics	Other - Services	31,500.00	No	3/12/2014	12/31/2014	No
103921	Professional Service	Austin Peay State University	Academics	Other - Services	49,500.00	No	3/12/2014	12/31/2014	No
103922	Professional Service	Walters State Community College	Academics	Other - Services	63,000.00	No	3/12/2014	12/31/2014	No
103929	Professional Service	Southwest Tennessee Community College	Academics	Other - Services	54,000.00	No	3/17/2014	12/31/2014	No
103932	Professional Service	Bill & Melinda Gates Foundation	Academics	Grant	203,035.00	No	3/19/2014	12/31/2014	No
103938	Professional Service	Tennessee State University	Academics	Other - Services	22,500.00	No	3/17/2014	12/31/2014	No
103950	Professional Service	Jackson State Community College	Academics	Other - Services	4,500.00	No	NA	12/31/2014	No
104054	Dual Service	MTSU - Gregory Sedrick	Academics	Other - Services	17,442.80	No	6/1/2014	12/31/2014	No
103402	Grant Agreement	TN Department of Labor	TCAT Athens	Grant	26,701.00	No	10/1/2013	6/30/2014	No
102530	Service Agreement	GCA Education Services, Inc.	APSU	Custodial Services	1,061,186.00	No	7/1/2014	6/30/2015	Yes
104019	Purchase Agreement	Pomeroy IT Solutions	APSU	Telecommunications Services	383,390.62	Yes	5/1/2014	7/31/2014	Yes
101569	Banking Services	First Tennessee Bank	CLSCC	Banking Services	0.00	No	7/1/2014	6/30/2015	Yes
103994	Subscription Agreement	Meltwater News	COMM	Other - Services	4,950.00	No	5/30/2014	5/29/2016	No
103846	Cooperative Agreement	Western Governors University Tennessee	COSCC	Memo of Understanding	0.00	Yes	3/1/2014	2/28/2019	Yes
104088	Lease Agreement	Bledsoe County Department of Education	CSTCC	Lease of Space	29,800.00	No	7/1/2014	6/30/2015	No
103885	Dual Services Extra Compensation	TBR Central Office-Richard Woodward	TCAT Elizabethton	Teaching	1,226.80	No	2/2/2014	4/21/2014	No
103876	Service Agreement	U.S. Equal Employment Opportunity Commission	HR	Training	2,550.00	No	3/18/2014	3/18/2014	No
102500	Amendment to Existing Agreement	Black Box Network Services	IT	Maintenance Agreement	45,000.00	Yes	6/1/2012	5/31/2014	Yes

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
103864	Cooperative Agreement	Alcoa, Inc.	TCAT Knoxville	Training	0.00	No	2/1/2014	1/31/2017	No
103868	Service Agreement	Bestway Services, Inc.	MSCC	Custodial Services	92,328.00	Yes	4/1/2014	3/31/2019	Yes
103871	Service Agreement	Atmos Energy Marketing, LLC	MTSU	Utility	7,000,000.00	No	7/1/2014	6/30/2019	Yes
103899	Cooperative Agreement	Motlow State Community College	MTSU	Cooperative Educational Offerings	0.00	No	3/1/2014	2/28/2030	No
103900	Cooperative Agreement	Chattanooga State Community College	MTSU	Memo of Understanding	0.00	No	7/1/2013	6/30/2024	No
103224	Service Agreement	Kerry G. Campbell	MTSU	Other - Services	800,000.00	Yes	6/1/2014	5/31/2015	Yes
101791	Amendment to Existing Agreement	Contemporary Services Corporation - crowd management services	MTSU	Other	187,280.00	Yes	7/1/2014	6/30/2015	Yes
103965	Service Agreement	XO Communication Services, LLC	MTSU	Other - Services	57,600.00	No	3/14/2014	6/30/2019	Yes
104119	Service Agreement	Southeast Service Corporation, dba SSC Service Sol	MTSU	Custodial Services	3,400,000.00	No	7/1/2014	6/30/2019	Yes
104087	Lease Agreement	Bedford County	MTSU	Lease of Space	1.00	No	6/1/2014	5/31/2019	No
104043	Service Agreement	Air Planning, LLC - flights, football team	MTSU	Other - Services	522,180.00	No	5/15/2014	11/30/2014	Yes
104018	Clinical Affiliation	Albemarle Pediatrics	Nursing/AH	Clinical Experience	0.00	No	4/21/2014	4/20/2019	No
104062	Clinical Affiliation	University Health System, Inc (Karen Watson)	Nursing/AH	Clinical Experience	0.00	No	8/1/2014	7/31/2015	No
104063	Clinical Affiliation	University Health Systems, Inc (Kathy S.Moersdorf)	Nursing/AH	Clinical Experience	0.00	No	8/1/2014	7/31/2015	No
104010	Clinical Affiliation	Dr. T. Michael Helton	Nursing/AH	Clinical Experience	0.00	No	4/21/2014	4/20/2019	No
104011	Clinical Affiliation	Good Samaritan Clinic	Nursing/AH	Clinical Experience	0.00	No	4/21/2014	4/20/2019	No
104014	Clinical Affiliation	Bradley Polk Ob/Gyn Services, PC	Nursing/AH	Clinical Experience	0.00	No	4/28/2014	4/27/2019	No
104015	Clinical Affiliation	University Health System, Inc.(Allison Gonzalez)	Nursing/AH	Clinical Experience	0.00	No	7/1/2014	6/30/2015	No
104030	Clinical Affiliation	North Jackson Family Clinic	Nursing/AH	Clinical Experience	0.00	No	4/29/2014	4/28/2019	No
104031	Clinical Affiliation	St. Mary's Health Wagon	Nursing/AH	Clinical Experience	0.00	No	4/29/2014	4/28/2019	No
104036	Clinical Affiliation	Med-South Associates	Nursing/AH	Clinical Experience	0.00	No	5/2/2014	5/1/2019	No
103995	Clinical Affiliation	Pediatric and Adolescent Medicine	Nursing/AH	Clinical Experience	0.00	No	4/11/2014	4/10/2019	No
103996	Clinical Affiliation	Hyde Med Services Dr. Mohammed A. Muqeem,MD	Nursing/AH	Clinical Experience	0.00	No	4/11/2014	4/10/2019	No
104001	Clinical Affiliation	Women's Healthcare Associates (Ga)	Nursing/AH	Clinical Experience	0.00	No	4/17/2014	4/16/2019	No
103928	Clinical Affiliation	Asheville Women's Medical Center	Nursing/AH	Clinical Experience	0.00	No	3/14/2014	3/13/2019	No
104007	Clinical Affiliation	Birthcare and Women's Health	Nursing/AH	Clinical Experience	0.00	No	4/18/2014	4/17/2019	No
104008	Clinical Affiliation	Commonwealth Biomedical Research, LLC	Nursing/AH	Clinical Experience	0.00	No	4/18/2014	4/17/2019	No
104022	Clinical Affiliation	Gallatin Health Care	Nursing/AH	Clinical Experience	0.00	No	4/23/2014	4/22/2019	No
104023	Clinical Affiliation	Anycare 24	Nursing/AH	Clinical Experience	0.00	No	4/23/2014	4/22/2019	No
104024	Clinical Affiliation	Family Medical Associates(Lebanon)	Nursing/AH	Clinical Experience	0.00	No	4/23/2014	4/22/2019	No
104025	Clinical Affiliation	Lebanon General Practice	Nursing/AH	Clinical Experience	0.00	No	4/23/2014	4/22/2019	No
104026	Clinical Affiliation	Dr. Carolyn Thompson ,M D	Nursing/AH	Clinical Experience	0.00	No	4/23/2014	4/22/2019	No
104027	Clinical Affiliation	Just for Women ,PLC (Memphis)	Nursing/AH	Clinical Experience	0.00	No	6/2/2014	8/8/2014	No
104049	Clinical Affiliation	Carolina Internal Medicine	Nursing/AH	Clinical Experience	0.00	No	5/8/2014	5/7/2019	No

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
104052	Clinical Affiliation	Cherry Valley Family Care	Nursing/AH	Clinical Experience	0.00	No	5/9/2014	5/8/2019	No
104076	Clinical Affiliation	Dermatology Associates of Knoxville, PC	Nursing/AH	Clinical Experience	0.00	No	5/9/2014	5/8/2019	No
103966	Clinical Affiliation	Elitecare of Fayetteville	Nursing/AH	Clinical Experience	0.00	No	3/26/2014	3/25/2019	No
103967	Clinical Affiliation	Women's Health Clinic (Lawrenceburg, TN)	Nursing/AH	Clinical Experience	0.00	No	3/27/2014	3/26/2019	No
103968	Clinical Affiliation	Parkwest Gynecology	Nursing/AH	Clinical Experience	0.00	No	3/27/2014	3/26/2019	No
103969	Clinical Affiliation	Ware Medical Associates	Nursing/AH	Clinical Experience	0.00	No	3/27/2014	3/26/2019	No
103971	Clinical Affiliation	Rutledge Medical Center	Nursing/AH	Clinical Experience	0.00	No	3/31/2014	3/30/2019	No
103972	Clinical Affiliation	Clinch Val Med Center Inc. dba Clinch Val Med Cen	Nursing/AH	Clinical Experience	0.00	No	3/31/2014	3/30/2019	No
103973	Clinical Affiliation	NHC Healthcare Murfreesboro	Nursing/AH	Clinical Experience	0.00	No	3/31/2014	3/30/2019	No
103975	Clinical Affiliation	Dogwood Wellness	Nursing/AH	Clinical Experience	0.00	No	4/2/2014	4/1/2019	No
103976	Clinical Affiliation	Healthstat On-Site Clinic @ Southern Champion Tray	Nursing/AH	Clinical Experience	0.00	No	3/31/2014	3/30/2019	No
103957	Clinical Affiliation	Dr. Lourdes Virtusio Family Practice Clinic,Inc	Nursing/AH	Clinical Experience	0.00	No	3/25/2014	3/24/2019	No
103958	Clinical Affiliation	Madison Family Practice	Nursing/AH	Clinical Experience	0.00	No	3/25/2014	3/24/2019	No
103959	Clinical Affiliation	Dr. Michelle A. Shelton, MD, LLC	Nursing/AH	Clinical Experience	0.00	No	3/26/2014	3/25/2019	No
103960	Clinical Affiliation	Primary Care Pediatrics (Millington)	Nursing/AH	Clinical Experience	0.00	No	3/26/2014	3/25/2019	No
103961	Clinical Affiliation	Regional Obstetrical Consultants ,PC	Nursing/AH	Clinical Experience	0.00	No	3/25/2014	3/24/2019	No
103962	Clinical Affiliation	Signature Health and Wellness	Nursing/AH	Clinical Experience	0.00	No	3/25/2014	3/24/2019	No
103963	Clinical Affiliation	Oklahoma City VA Medical Center	Nursing/AH	Clinical Experience	0.00	No	3/31/2014	7/31/2015	No
103964	Clinical Affiliation	The Christ Hospital,(all sites)	Nursing/AH	Clinical Experience	0.00	No	3/25/2014	3/24/2019	No
103952	Clinical Affiliation	Walk-In Medical Clinic of Linden,The	Nursing/AH	Clinical Experience	0.00	No	3/20/2014	3/19/2019	No
103955	Clinical Affiliation	Women's Surgery Center	Nursing/AH	Clinical Experience	0.00	No	3/20/2014	3/19/2019	No
103990	Clinical Affiliation	Greenfield Family Care	Nursing/AH	Clinical Experience	0.00	No	4/9/2014	4/8/2019	No
103992	Clinical Affiliation	Gynecologists Associated (Chattanooga)	Nursing/AH	Clinical Experience	0.00	No	4/11/2014	4/10/2019	No
103993	Clinical Affiliation	Dr.Indu Patel	Nursing/AH	Clinical Experience	0.00	No	4/11/2014	4/10/2019	No
103979	Clinical Affiliation	Dr Mark Morrison, MD PC	Nursing/AH	Clinical Experience	0.00	No	4/3/2014	10/3/2014	No
103981	Clinical Affiliation	University Health System,Inc.(Hugh Jarnagin)	Nursing/AH	Clinical Experience	0.00	No	6/1/2014	5/31/2015	No
103982	Clinical Affiliation	Primary Healthcare Center of Dade	Nursing/AH	Clinical Experience	0.00	No	4/4/2014	4/3/2019	No
103983	Clinical Affiliation	Dr. Michael C. Gunn, M.D.	Nursing/AH	Clinical Experience	0.00	No	4/7/2014	4/6/2019	No
103984	Clinical Affiliation	Northeastern Vermont Regional Hospital	Nursing/AH	Clinical Experience	0.00	No	4/7/2014	4/6/2019	No
103986	Clinical Affiliation	Kidzcare Pediatrics (NC)	Nursing/AH	Clinical Experience	0.00	No	4/7/2014	4/6/2019	No
103987	Clinical Affiliation	Dr. Denise Dingle, M.D.	Nursing/AH	Clinical Experience	0.00	No	4/7/2014	4/6/2019	No
103939	Clinical Affiliation	Walk-IN Medical Center of Cool Springs	Nursing/AH	Clinical Experience	0.00	No	3/17/2014	3/16/2019	No
103940	Clinical Affiliation	Life Season OB/GYN, P C (Smyrna,TN)	Nursing/AH	Clinical Experience	0.00	No	3/18/2014	3/17/2019	No
103941	Clinical Affiliation	Rapha Family Wellness,PLLC	Nursing/AH	Clinical Experience	0.00	No	3/18/2014	3/17/2019	No

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
103942	Clinical Affiliation	Myet Medical Center	Nursing/AH	Clinical Experience	0.00	No	3/18/2014	3/17/2019	No
103943	Clinical Affiliation	Columbia Menopause Clinic	Nursing/AH	Clinical Experience	0.00	No	3/18/2014	3/17/2019	No
103944	Clinical Affiliation	Mid-Tennessee Bone and Joint Clinic	Nursing/AH	Clinical Experience	0.00	No	3/19/2014	3/18/2019	No
103947	Clinical Affiliation	Nancy Vick Center for Women	Nursing/AH	Clinical Experience	0.00	No	3/19/2014	3/18/2019	No
103949	Clinical Affiliation	Kirby Family Medicine	Nursing/AH	Clinical Experience	0.00	No	3/19/2014	3/18/2019	No
103933	Clinical Affiliation	Citizens for Lake County Primary Care, Inc.	Nursing/AH	Clinical Experience	0.00	No	3/17/2014	3/16/2019	No
103935	Clinical Affiliation	Eve's A New Beginning	Nursing/AH	Clinical Experience	0.00	No	3/17/2014	3/16/2019	No
103936	Clinical Affiliation	North Florida Medical Associates	Nursing/AH	Clinical Experience	0.00	No	3/17/2014	3/16/2019	No
103937	Clinical Affiliation	Heritage Medical Associates Primary Care	Nursing/AH	Clinical Experience	0.00	No	3/17/2014	3/16/2019	No
103926	Clinical Affiliation	Woman's Group of Meridian	Nursing/AH	Clinical Experience	0.00	No	3/14/2014	3/13/2019	No
103923	Clinical Affiliation	Alex Rojas MD, LLC	Nursing/AH	Clinical Experience	0.00	No	3/12/2014	3/11/2019	No
101916	Clinical Affiliation	Columbia Pediatrics	Nursing/AH	Clinical Experience	0.00	No	1/7/2011	1/7/2016	No
101583	Clinical Affiliation	Winchester Pediatrics	Nursing/AH	Clinical Experience	0.00	No	6/1/2010	5/31/2015	No
103593	Clinical Affiliation	Pediatric Consultants	Nursing/AH	Clinical Experience	0.00	No	2/27/2014	12/31/2014	No
103781	Clinical Affiliation	QHG dba Marion Regional Hospital	Nursing/AH	Clinical Experience	0.00	No	1/7/2014	1/6/2019	No
103804	Clinical Affiliation	AMG Southern TN d/b/a Palmer Clinic	Nursing/AH	Clinical Experience	0.00	No	1/24/2014	1/23/2019	No
103823	Clinical Affiliation	Sacred Heart Health System, Inc.	Nursing/AH	Clinical Experience	0.00	No	2/5/2014	2/4/2019	No
103827	Clinical Affiliation	Women's Health Solutions	Nursing/AH	Clinical Experience	0.00	No	2/13/2014	2/12/2019	No
103828	Clinical Affiliation	Aspire Healthcare	Nursing/AH	Clinical Experience	0.00	No	2/10/2014	2/9/2019	No
103834	Clinical Affiliation	Tennessee Women's Care-Dr.Houston Moran	Nursing/AH	Clinical Experience	0.00	No	2/14/2014	2/13/2019	No
103835	Clinical Affiliation	Dr. J. Jeffery Cameron ,MD	Nursing/AH	Clinical Experience	0.00	No	2/14/2014	2/13/2019	No
103841	Clinical Affiliation	Piqua Family Practice	Nursing/AH	Clinical Experience	0.00	No	4/9/2014	4/8/2019	No
103842	Clinical Affiliation	Tennessee Pediatrics (Thompson Station)	Nursing/AH	Clinical Experience	0.00	No	2/19/2014	2/18/2019	No
103853	Clinical Affiliation	Harris Medical Services dba Chattanooga Peds	Nursing/AH	Clinical Experience	0.00	No	8/1/2014	12/20/2014	No
103854	Clinical Affiliation	Tullahoma Pediatrics Manchester Pediatrics	Nursing/AH	Clinical Experience	0.00	No	2/21/2014	2/20/2019	No
103855	Clinical Affiliation	Appalachian Regional Healthcare ,Inc	Nursing/AH	Clinical Experience	0.00	No	2/21/2014	2/20/2019	No
103857	Clinical Affiliation	Fuller Roberts Clinic	Nursing/AH	Clinical Experience	0.00	No	2/21/2014	2/20/2019	No
103858	Clinical Affiliation	Yukon Clinic	Nursing/AH	Clinical Experience	0.00	No	2/21/2014	2/20/2019	No
103859	Clinical Affiliation	Rhea Medical Center Physician Group	Nursing/AH	Clinical Experience	0.00	No	2/21/2014	2/20/2019	No
103862	Clinical Affiliation	Dr. Charles H. Wilkens MD,PC	Nursing/AH	Clinical Experience	0.00	No	2/24/2014	2/23/2019	No
103906	Clinical Affiliation	Austin Area Ob-Gyn and Fertility	Nursing/AH	Clinical Experience	0.00	No	3/12/2014	3/11/2019	No
103907	Clinical Affiliation	Alliance of Cardiac Thoracic & Vascular Surgeons	Nursing/AH	Clinical Experience	0.00	No	3/12/2014	3/11/2019	No
103886	Clinical Affiliation	Green Hills Pediatric Associates	Nursing/AH	Clinical Experience	0.00	No	3/5/2014	3/4/2019	No
103887	Clinical Affiliation	Chester Square Family Practice, PLC	Nursing/AH	Clinical Experience	0.00	No	3/5/2014	3/4/2019	No
103889	Clinical Affiliation	Central Pediatrics	Nursing/AH	Clinical Experience	0.00	No	2/6/2014	2/5/2019	No

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
103890	Clinical Affiliation	Women's Health Services of the Cumberland's, Inc	Nursing/AH	Clinical Experience	0.00	No	3/6/2014	3/5/2019	No
103892	Clinical Affiliation	Murphy Medical Center, Inc.	Nursing/AH	Clinical Experience	0.00	No	3/6/2014	3/5/2019	No
103893	Clinical Affiliation	Family Health Group Inc	Nursing/AH	Clinical Experience	0	No	5/30/2014	5/31/2015	No
103895	Clinical Affiliation	St Johnsbury Community Health Center	Nursing/AH	Clinical Experience	0.00	No	3/10/2014	3/9/2019	No
103896	Clinical Affiliation	University Ob-Gyn Associates	Nursing/AH	Clinical Experience	0.00	No	3/10/2014	3/9/2019	No
103897	Clinical Affiliation	Horton Family Medicine	Nursing/AH	Clinical Experience	0.00	No	3/10/2014	3/9/2019	No
103872	Clinical Affiliation	High Risk Obstetrical Consultants University of Te	Nursing/AH	Clinical Experience	0.00	No	2/26/2014	2/25/2019	No
103873	Clinical Affiliation	Together Women's Wellness	Nursing/AH	Clinical Experience	0.00	No	2/26/2014	2/25/2019	No
103874	Clinical Affiliation	Tennessee Valley OB/GYN	Nursing/AH	Clinical Experience	0.00	No	2/26/2014	2/25/2019	No
103875	Clinical Affiliation	Sanders Clinic for Women	Nursing/AH	Clinical Experience	0.00	No	2/27/2014	2/26/2019	No
103877	Clinical Affiliation	Optimum Internal Medicine and Pediatrics	Nursing/AH	Clinical Experience	0.00	No	2/27/2014	2/26/2019	No
103878	Clinical Affiliation	AMG SouthernTN d/b/a Walker Family Medicine	Nursing/AH	Clinical Experience	0.00	No	3/5/2014	3/4/2019	No
103879	Clinical Affiliation	University Health System, Inc. (Chelsa Beasley)	Nursing/AH	Clinical Experience	0.00	No	6/1/2014	12/31/2014	No
103880	Clinical Affiliation	Tennessee Pediatric & Adolescence Center	Nursing/AH	Clinical Experience	0.00	No	3/4/2014	3/3/2019	No
103869	Clinical Affiliation	Vanderbilt University	Nursing/AH	Clinical Experience	0.00	No	3/1/2014	2/28/2019	No
103865	Clinical Affiliation	Cabarrus Health Alliance	Nursing/AH	Clinical Experience	0.00	No	2/24/2014	2/23/2019	No
103866	Clinical Affiliation	University Health System(Joshua Hawkins)	Nursing/AH	Clinical Experience	0.00	No	3/1/2014	2/28/2015	No
103867	Clinical Affiliation	Southstreet Family Medical Center	Nursing/AH	Clinical Experience	0.00	No	2/24/2014	2/23/2019	No
104081	Dual Services Extra Compensation	Tennessee Board of Regents-Pat Couch	NSCC	Personnel	1,571.00	No	6/2/2014	8/11/2014	No
102303	Lease Agreement	Johnson City Development Authority	NeSCC	Lease of Space	282,800.00	No	1/1/2014	12/31/2023	No
104032	Purchase Agreement	NGWeb Solutions	Comm. Colleges	Computer Software	36,000.00	Yes	5/1/2014	4/30/2015	Yes
104067	Professional Service	Tennessee Tech University - website update	Comm. Colleges	Other - Services	7,000.00	No	5/1/2014	6/30/2014	No
104046	Dual Service	Chattanooga State Community College - Mobilization Consultant	OESI	Memo of Understanding	3,000.00	No	6/1/2014	7/31/2014	No
104041	Grant Agreement	Southern Regional Education Board	OESI	Memo of Understanding	25,000.00	No	5/12/2014	12/30/2016	No
104042	Dual Service	Columbia State Community College - Mobilization	OESI	Memo of Understanding	500.00	No	6/1/2014	7/31/2014	No
104004	Dual Service	Tennessee Tech University - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
104085	Dual Service	Jackson State Community College - Mobilization	OESI	Memo of Understanding	500.00	No	6/1/2014	7/31/2014	No
104086	Dual Service	Dyersburg state Community College - Mobilization	OESI	Memo of Understanding	500.00	No	6/1/2014	7/31/2014	No

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
104080	Dual Service	Jackson State Community College - Mobilization	OESI	Memo of Understanding	500.00	No	6/1/2014	7/31/2014	No
104097	Dual Service	Dyersburg state Community College - Mobilization	OESI	Memo of Understanding	500.00	No	6/1/2014	7/31/2014	No
104117	Dual Service	Walters State Community College - Mobilization consultant	OESI	Memo of Understanding	9,000.00	No	7/1/2014	6/30/2015	No
104118	Grant Agreement	Southern Regional Education Board	OESI	Memo of Understanding	25,000.00	No	5/30/2014	9/30/2014	No
103882	Dual Service	Volunteer State Community College - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103883	Dual Service	University of Memphis - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103901	Dual Service	Chattanooga State Community College - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103902	Dual Service	TCAT Knoxville - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103903	Dual Service	Northeast State Community College - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103905	Dual Service	Tennessee State University - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103927	Dual Service	East Tennessee State University - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103930	Dual Service	Jackson State Community College - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103953	Dual Service	Middle Tennessee state University - Smith Fellow	OESI	Memo of Understanding	8,000.00	No	2/25/2014	9/26/2014	No
103954	Use of Facilities	Fox Den	OESI	Catering	2,750.00	No	2/28/2014	9/24/2014	No
101535	Amendment to Existing Agreement	Periscope Holdings, Inc. - license agreement	PURCH	Other - Services	7,200.00	Yes	4/27/2014	4/26/2015	No
103383	Grant Agreement	Department of Labor and Workforce Development	TCAT Ripley	Grant	206,924.00	No	4/3/2014	6/30/2014	No
103438	Dual Service	MTSU-Angela Hague	RODP	Mentoring	5,520.60	No	8/1/2013	7/31/2014	No
103850	Dual Service	VSCC - Christine Mayer - after hours and week end technical support	RODP	Personnel	2,882.12	No	1/14/2014	2/28/2014	No
103888	Service Agreement	Computer Intelligence Association	TBR	Computer Software	350,000.00	Yes	3/28/2014	3/22/2015	Yes
102031	Amendment to Existing Agreement	Prudential - long term disability insurance	TBR	Other - Services	0.00	No	1/1/2014	12/31/2014	Yes
103956	Membership	Education Advisory Board	TBR	Other - Services	32,500.00	No	3/28/2014	3/27/2016	No
103989	Cooperative Agreement	Tennessee Department of Education	TBR	Memo of Understanding	0.00	No	NA	8/31/2014	No
103931	Professional Service	Patrick Mulhern - TCAT workshop	TBR	Training	2,600.00	No	3/17/2014	3/20/2104	No
104028	Hotel/Lodging Agreement	Homewood Suites - board meeting lodging	TBR	Lodging	12,495.60	No	6/19/2014	6/20/2014	No
104003	Hotel/Lodging Agreement	Radisson - TCAT Academy dinner	TCATS Office	Other - Services	2,000.00	No	4/21/2014	4/22/2014	No
104017	Service Agreement	Brancato's Catering - Skills USA dinner	TCATS Office	Catering	2,964.00	No	6/27/2014	6/28/2014	Yes
103838	Use of Facilities	Chattanooga Choo Choo	TCATS Office	Other	500.00	No	4/14/2014	4/15/2014	No

Contract ID	Contract Type	Contractor	Dept./Institution	Commodity	Yearly Amount	System-wide	Start Date	End Date	Competitive
103856	Use of Facilities	The Southern Steak & Oyster	TCATS Office	Catering	2,844.00	No	3/12/2014	3/13/2014	No
103870	Professional Service	National Coalition of Certification Centers	TCATS Office	Training	3,500.00	No	3/14/2014	3/19/2014	No
100146	Amendment to Existing Agreement	Power Secure, Inc.	TTU	Maintenance Agreement	34,200.00	Yes	11/15/2014	11/14/2015	Yes
100741	amendment to Existing Agreement (Revenue)	Compass Group USA, Inc.	TTU	Other - Services	1,850,000.00	No	7/1/2008	6/30/2018	Yes
103977	Purchase Agreement	Contract Furniture Alliance	TTU	Furniture	323,982.55	No	3/25/2014	3/31/2014	Yes
104092	Purchase Agreement	Vis-Box, Inc.	TTU	Other - Goods	344,484.60	No	5/1/2014	6/30/2014	Yes
104044	Purchase Agreement	Gibson Paving, Inc.	UOM	Other - Services	320,000.00	No	5/15/2014	8/15/2014	Yes
104045	Revenue	Teach for America, Inc.	UOM	Other	440,000.00	No	5/23/2014	7/17/2014	No
104009	Purchase Agreement	Contract Carpet Specialist	UOM	Other - Services	250,020.00	Yes	5/27/2014	7/18/2014	Yes
103924	Professional Service	Archer Malmo, Inc.	UOM	Marketing	3,600,000.00	No	3/15/2014	3/14/2019	Yes
103881	Cooperative Agreement	University of Memphis Research Foundation	UOM	Foundation Duties	0.00	No	2/13/2014	6/30/2024	No
104120	Cooperative Agreement	Volunteer State Community College Foundation	VSCC	Foundation Duties	0.00	No	7/1/2014	6/30/2015	No
103382	Grant Agreement	Department of Labor and Workforce Development	TCAT Whiteville	Grant	168,569.00	No	4/3/2014	6/30/2014	No

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REPORT OF THE COMMITTEE ON
TENNESSEE COLLEGES OF APPLIED TECHNOLOGY

June 20, 2014

The Committee on Tennessee Colleges of Applied Technology met in regular session on June 19, 2014, on the campus of Tennessee State University.

As the first item of business, the Committee approved the following program proposals and academic actions:

- Implementation of a Digital Graphics Technology Program offered by TCAT Hohenwald;

- Implementation of a Pharmacy Technician Program offered by TCAT Knoxville;

- Implementation of Cosmetology Programs at Anderson County Career and Technical Center and South Doyle High School offered by the TCAT Knoxville;

- Implementation of an Advanced Manufacturing Program offered by the TCAT Jackson;

- Implementation of Cosmetology Program offered by the TCAT Newbern.

- Implementation of a Pharmacy Technician Program offered by TCAT Oneida;

- Implementation of a Welding Program at Anderson County Career and Technical Center and Oak Ridge High School offered by the TCAT Knoxville;

- Implementation of a Pipefitting and Plumbing Program offered by the TCAT Morristown;

- Implementation of a Cosmetology Program at Greene County Technology Center offered by the TCAT Morristown;

- Implementation of a Building Construction Program at the Turney Industrial Complex offered by the TCAT Nashville;

- Implementation of a Web Software Developer Program at the Renaissance/Middle College High School offered by the TCAT Nashville;

- Implementation of a Design for Websites and Mobile Application Program at the Renaissance/Middle College High School offered by the TCAT Nashville;

- Implementation of Industrial Electricity to be offered by the TCAT Memphis;

- Implementation of Phlebotomy to be offered by the TCAT Elizabethton;

- Inactivation of the online Drafting & CAD Technology program statewide;

- Inactivation of the online Computer Information Systems program statewide;

- Changing the name of the Industrial Maintenance Technology program at Knoxville and Oneida to Industrial Maintenance/Mechatronics Technology;

- Inactivation of Administrative Office Technology at Ripley at the Bells campus and Pulaski at the Lewisburg campus;

- Addition of a Die and Mold Repair trimester to the existing Machine Tool Technology program at Newbern;

- Offering revised Truck Driving curriculum at Chattanooga and Nashville;

- Offering dual enrollment Industrial Maintenance classes at Livingston at White County High School;

- Offering dual enrollment Health Science classes at Livingston at Jackson County High School;

- Inactivation of Administrative Office Technology on-ground and online at Newbern;

- Inactivation of the Administrative Office Technology program at Pulaski at the Northfield Instructional Service Center, revise the Call Center Support Technician certificate to 130 hours, and re-locate the program to Spring Hill High School for dual enrollment students;

- Changing the name of the Patient Care Technician program at Nashville to Patient Care Technician/Medical Assisting program and increasing the hours to 1,296.

- Establishing a dual enrollment Construction Trades Technology program at Jackson at Milan High School;

- Changing the name of the Health Information Technology program at Crump to Health Information Management Technology;

- Changing the name of the Computerized Graphics Design program to Digital Graphics Design Technology; and

- Inactivation of the Administrative Office Technology program at McKenzie.

The next item of business was Informational Reporting, which included a report on the Annual Program Review for the Tennessee Colleges of Applied Technology for the year ending August 31, 2013.

As the last item of business, the Committee received a presentation on a master plan for the Tennessee Colleges of Applied Technology.

Respectfully submitted,

COMMITTEE ON THE TENNESSEE
COLLEGES OF APPLIED
TECHNOLOGY

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Danni B. Varlan, Chair

COMMMITTEE ON BUSINESS, COMMUNITY
AND PUBLIC AFFAIRS

June 20, 2014

The Committee on Business, Community and Public Affairs met in regular session on June 19, 2014, at Tennessee State University. As the first and only item of business, the committee received an update on the 108th legislative session that was completed on April 18, 2014.

Vice Chancellor Gregory began by explaining that this was the second of a two-year session and that all bills filed during the last two years, expire and the new session that begins in January will require all legislation to consider to be filed anew. He also explained that all the House members are up for election this fall and half of the Senate.

Vice Chancellor Gregory discussed legislation that passed and their impact on public higher education, beginning with the Tennessee Promise.

- Public Chapter 900 – Creates the Tennessee Promise, which is a statewide, last-dollar scholarship and mentor program for new high school graduates to attend a community college or TCAT free of tuition and fee charges. Also creates the Tennessee Reconnect Scholarship for adult students to attend a College of Applied Technology free of tuition and fees, as well as makes changes to the HOPE scholarship program. After much discussion with committee member, Vice Chancellor Gregory presented other legislative information.

- Public Chapter 612 – Creates the Tennessee Veterans Education Transition Support Act, which grants in-state tuition and fees to all veterans eligible for Post-9/11 GI Bill or Montgomery GI Bill benefits.

- Public Chapter 745 – Grants in-state tuition and fees to students who are United States citizens and have graduated from a Tennessee high school and lived in Tennessee for at least 1 year immediately prior to admission, regardless of their parents' domicile or citizenship status.

- Public Chapter 725 – Sunset law extending the Tennessee Board of Regents to June 30, 2018.

- Public Chapter 794 – Makes statutory changes to fix findings that resulted from the 2013 higher education audits (transfer pathways and dual admissions).

- Public Chapter 753 – Prohibits the Board of Regents and the University of Tennessee system from adopting policies that could burden a student's religious freedoms.

- Public Chapter 951 – Allows part-time employees of community college or colleges of applied technology to take one free course per semester at the institution at which they are employed

- Public Chapter 959 – Defines the one course per semester that state employees may take free of charge at public institutions of higher education as being limited to no more than 4 credit hours or 120 clock hours.

- Public Chapter 712 – Creates a task force to develop recommendations for the general assembly related to the

accessibility of digital curricula for students with disabilities at state higher education institutions.

- Public Chapter 833 – Requires institutions of higher education to study the way K-12 educators are being provided with instruction to effectively teach students with dyslexia.

- Public Chapter 936 – Allows for the study of cannabis oil usage in the treatment of epilepsy at Tennessee Tech University.

- Public Chapter 913 – Allows the University of Memphis to participate with the University of Tennessee Howard H. Baker, Jr. Center for Public Policy in a study on the feasibility of the creation of a statewide comprehensive energy policy.

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

Respectfully submitted,

COMMITTEE ON BUSINESS, COMMUNITY AND PUBLIC AFFAIRS

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Greg Duckett, Chair

REPORT OF THE
COMMITTEE ON ACADEMIC POLICIES AND PROGRAMS

June 20, 2014

The Committee on Academic Policies and Programs met in regular session on June 19, 2014. The meeting was held at Tennessee State University in Nashville, Tennessee. A quorum was present.

Item 1. The Board received recommendations for the approval of new degree programs that included the proposed establishment of both graduate and undergraduate degrees as follows: East Tennessee State University, Bachelor of Fine Arts in Graphic Design; Middle Tennessee State University, Bachelor of Science in Theatre; Tennessee State University, Master of Science in Computer Science; Cleveland State Community College, Associate of Applied Science in Medical Informatics; Columbia State Community College, Associate of Applied Science in Early Childhood Education(RODP); Roane State Community College, Associate of Applied Science in Medical Informatics; Roane State Community College, Associate of Applied Science in Financial Services; and Volunteer State Community College, Associate of Applied

Science in Computer Information Technology. These eight (8) new programs were approved by voice vote.

Item 2. Vice Chancellor for Community Colleges, Dr. Warren Nichols, provided a status report on the statewide curriculum alignment initiative for certificate and two-year degree programs.

Item 3. The Board reviewed a preliminary graduation report that provided graduation data for 2013-14 by institution and award level. The final report is due to the Board in July.

Item 4. The Board heard a request from Dyersburg State Community College to revise the Student Disciplinary Policy: 04:21:00 to disallow backing or pulling through parking spaces. The revision was approved by voice vote.

Item 5. The Board gave its endorsement for the proposed revisions to TBR Policy: 2:03:01:01, Undergraduate Academic Retention Standards, to revise the minimum criteria for institutional Academic Fresh Start. This policy allows undergraduate students who have experienced academic difficulty to make a clean start upon returning to

college after an extended absence. The Board approved this revision by voice vote.

Item 6. The Board approved the revisions to Policy: 3:05:01:00, Classifying Students In-State and Out-of-State for Paying College or University Fees and Tuition for Admissions Purposes. This policy has been revised to reflect the statutory requirements of PC745 regarding allowing TBR institutions the ability to grant U.S. citizens, who are the children of undocumented aliens and have graduated from high school in Tennessee classification as in-state for fee and tuition purposes. Also, Public Chapter 612 of the 2014, Tennessee Public Act allows Veterans In-State classification for fees and tuition, subject to statutory requirements effective for the school year 2014-2015

Item 7. Members of the Board gave consent for the proposed revision to TBR Policy: 3:03:01:00, Student Residence Regulations and Agreements and the repeal of TBR Policy: 3:03:03:01, Residence Hall Visitation Policy. These changes result in the merger of the former two (2) policies into a single Student Residence Policy and, included an

amendment consonant with TCA 40-39-211(a) which takes effect July 14, 2014. This action was approved by voice vote.

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

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

Respectfully submitted,
COMMITTEE ON ACADEMIC POLICIES
AND PROGRAMS

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Bob Thomas
Committee Chair

REPORT OF THE
COMMITTEE ON AUDIT

June 3, 2014

The Committee on Audit met in regular session on June 3, 2014. The meeting was held at the TBR system office in Nashville, Tennessee. A quorum was present.

The following Audit Committee members were present:

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

Other board members in attendance were:

Regent Emily Reynolds
Regent Jonas Kisber
Regent Ashley Humphrey

TBR staff present were:

John Morgan, Chancellor
Dale Sims, Vice Chancellor for Business and Finance
Mary Moody, General Counsel and Secretary to the Board
Ms. Tammy Birchett, Director, System-wide Internal Audit
Mr. Blayne Clements, System-wide Internal Audit
Mr. Jim Sorrell, System-wide Internal Audit
Ms. Sonja Mason, Assistant to the Secretary
Mr. Tom Danford, Chief Information Officer
Ms. Monica Greppin-Watts, Director of Communications

The first section, Informational Reporting, included three items. Item I.a, Review of Comptroller's Office Audit Reports, consisted of a discussion of audit reports issued during the last quarter. The financial and compliance report for Jackson State Community College for the Fiscal Years Ended June 30, 2012 and June 30, 2011 included unqualified opinions on the fair presentation of the financial statements and had no findings, material weaknesses or instances of noncompliance required to be reported.

The financial and compliance reports for Tennessee State University and the University of Memphis for the Fiscal Year Ended June 30, 2013 included unmodified opinions on the fair presentation of the financial statements but both included audit findings; however, the findings were not noted as material weaknesses or instances of noncompliance required to be reported.

A summary of the Comptroller's audits is included as Attachment A to these minutes. This item was for informational purposes and required no action.

Item I.b., Update of Corrective Actions on Performance Audit Findings, included a discussion on the status of the audit findings in the January 2014 audit report for TBR performed under the Tennessee Entity Review Law. The Committee discussed several of the findings and the steps taken by management to address each finding. This item was for informational purposes and required no action.

Item I.c., Review of Internal Audit Reports, included internal audit reports issued by the system internal auditors during the last quarter. The Director of System-wide Internal Audit discussed four audit reports with the Committee, East Tennessee State University, *Curriculum and Instruction Procurement Investigation*; Pellissippi State Community College, *Improper Use of FMLA*; Tennessee Board of Regents, *Information Technology General Controls Review*; and Tennessee Board of Regents, *Tennessee Foreign Language Institute – Review of Internal Controls over Business Operations*. Regarding the ETSU report on the Curriculum and Instruction Department, the Committee directed the TBR System-wide Internal Audit Director and General Counsel to send a letter

to the university requesting additional information regarding the administrative action taken against the former Chair of the department.

A list of the audits issued during the quarter is included as Attachment B to these minutes. This item was for informational purposes and required no action.

Item II., Review of Revisions to Fiscal Year 2014 Internal Audit Plans, presented the committee with revised audit plans as of April 30, 2014. The Director commented that most of the revisions for the current period were made because of higher priority issues, including investigations or special requests. The Committee voted to approve the revised audit plans. The revised audit plans are included as attachment C to these minutes.

Item III., Review of Internal Audit Plans for Fiscal Year 2015, included a summary of planned hours by type of audit and functional area as well as a detailed audit plan for each institution. The Director reviewed the risk factors considered by the auditors when considering areas for the annual audit plan. The Committee voted to approve the audit plans as

presented. The approved audit plans are included as attachment D to these minutes.

Item IV., Discussion of Compliance Activities in System Institutions, included a summary of results of a survey of universities and community colleges regarding compliance activities. The survey results indicated that all institutions have compliance processes in place, most of which are decentralized under functional management. Three of the 19 institutions responded that they have a formal compliance program in place; one referred to a semi-annual review of compliance requirements by the President's Council and two indicated their risk assessment process was robust enough to be considered a formal compliance program. However, most institutions (16 of 19) responded they did not have a formal compliance program and indicated their compliance program was less structured, or informal, and decentralized. This item was for informational purposes and required no action.

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

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

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

Respectfully submitted,
Committee on Audit

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Tom Griscom
Committee Chair

Tennessee Board of Regents
Audit Committee
June 3, 2014
Review of Comptroller's Office Audit Reports
Financial and Compliance Audits—No Findings Reported

Institution	For the Years Ended	Fairness of Financial Statement Presentation	Report on Internal Control	Report on Compliance	Findings
Jackson State Community College	June 30, 2012 and June 30, 2011	Unqualified Opinion	No material weaknesses identified	No instances of noncompliance required to be reported	0

Tennessee Board of Regents
Audit Committee
June 3, 2014
Review of Comptroller's Office Audit Reports
Financial and Compliance Audits—Findings Reported

Institution	For the Year Ended	Fairness of Financial Statement Presentation	Report on Internal Control	Report on Compliance	Findings
Tennessee State University	June 30, 2013	Unmodified Opinion	No material weaknesses identified	No instance of noncompliance required to be reported	3

Finding 1 – As noted in the prior audit, the university did not provide information technology controls over the Banner computer system.

As noted in the prior audit, the university's Communications and Information Technology Office did not design and monitor adequate internal controls for the Banner computer system in two areas; resulting in violations of university policy and/or industry practices. One of these conditions is repeated from the prior audit. The wording of this finding does not identify specific vulnerabilities that could allow exploitation of the university systems.

Management's Comment – Management concurred and stated the Vice President for Administration will ensure the two conditions identified are remedied by June 1, 2014.

Finding 2 – The Bursar's Office did not properly report student status changes to the contracted Perkins loan servicer, resulting in delayed conversions to repayment status for certain students.

The Bursar's office did not properly report status changes to the contracted Perkins loan servicer, resulting in delayed conversions to repayment status for those student borrowers who dropped below half-time enrollment without graduating. Testwork revealed that for 6 of 25 records of student borrowers tested (24%) who dropped below half-time status, management did not notify the loan servicer of the status change for an average of 140 days after it happened, and gave the loan servicer incorrect dates to begin the grace periods of the six borrowers.

Management's Comment – Management concurred and stated a report of students who have Perkins loans who have either withdrawn or have ceased to be enrolled on at least a half-time basis will be reviewed weekly and communicated to the loan servicer within 30 days. Additionally, monthly clearinghouse reports from the loan servicer will be reconciled to Banner and the weekly reports. The loan manager will approve these monthly reviews and the loan servicer will be notified immediately of differences.

Finding 3 – University staff did not always promptly return financial aid refunds caused by unofficial withdrawals.
Refunds owed to the U.S Department of Education were not always promptly returned throughout the fiscal year. Of the thirteen students tested who withdrew and had received Title IV aid, seven withdrew at a point in the semester which would have required a Return of Title IV Funds calculation. Of those seven, four were not performed within the 45 day time frame, ranging from 88 to 267 days late.

Management's Comment – Management concurred and stated a detailed plan has been implemented to ensure compliance with this regulation.

Internal Audit Follow-Up: An internal audit follow-up report on these findings will be presented to the Audit Committee at a subsequent meeting.

Institution	For the Year Ended	Fairness of Financial Statement Presentation	Report on Internal Control	Report on Compliance	Findings
University of Memphis	June 30, 2013	Unmodified Opinion	No material weaknesses identified	No instance of noncompliance required to be reported	2

Finding 1 – The university's data security policies should be strengthened.

Information Technology Services did not design and monitor adequate internal controls over access to its Banner computer system. The lack of proper access controls across the university's computing environment increases the risk of unauthorized system activity, including fraud or error. The wording of this finding does not identify specific vulnerabilities that could allow exploitation of the university system.

Management's Comment – Management did not concur that this issue rises to the level of a finding; however they did agree that data security policies could be strengthened in some areas and will consider the recommended changes and implement such changes that are appropriate to strengthen controls over data.

Finding 2 – The university did not report student status change dates correctly, resulting in excessive grace periods for repayment of Perkins loans.

Management did not ensure that proper notification procedures were followed for graduates with Perkins loans. As a result, the graduates received grace periods of more than a year, instead of the proper nine months, before beginning repayment of their Perkins loans. Of the twenty five Perkins loan recipients tested, two were not required to begin repayment for over a year. Testwork was expanded to sixty students, eleven of which did not begin repayment for over a year. All eleven students were law students that graduated in May 2012. This occurred because the Registrar at the law school did not enter spring graduates into Banner timely.

Management's Comment – Management concurred and stated controls have been implemented to ensure that all law student status changes are timely reported to the loan servicer. The law school is now reporting expected graduation dates so that these status changes will be identified earlier.

Internal Audit Follow-Up: An internal audit follow-up report on these findings will be presented to the Audit Committee at a subsequent meeting.

Tennessee Board of Regents
Committee on Audit
June 3, 2014
Internal Audit Reports

Internal Audit Reports for Review with the Committee:

ETSU	Curriculum and Instruction Procurement Investigation
PSCC	Improper Use of FMLA
TBR	IT General Controls Review
TBR	Tennessee Foreign Language Institute (TFLI) – Review of Internal Controls over Business Operations

Internal Audit Reports for Informational Purposes:

ETSU	NCAA Compliance FY2012
ETSU	NACHA Data Security
MTSU	Athletics Gifts-In-Kind
ChSCC	NACHA Security
Dickson	Focused Review of Operations
Harriman	Focused Review of Operations
Livingston	Focused Review of Operations
McMinnville	Focused Review of Operations
Murfreesboro	Focused Review of Operations
Whiteville	Focused Review of Operations

Internal Audit Follow-Up Reports for Informational Purposes:

APSU	Follow-Up to State Audit FY2012
APSU	Follow-Up to State Audit FY2013 – Finding 1
APSU	Follow-Up to State Audit FY2013
UOM	Follow-Up to Extra Compensation Faculty/Staff

Internal Audit Investigations for Informational Purposes:

APSU	Missing Equipment in Theatre Department
ETSU	Carter Railroad Museum Investigation
ETSU	Undeposited Checks in Athletics
UOM	Misuse of University Resources in Music Department
UOM	Waste of Electricity in Lambuth Campus Buildings
ClSCC	Waste in Asset Disposal
PSCC	Collection of Student Nursing Association Funds Improperly Handled

Attachment C

**Approved Internal Audit Plans for the
Fiscal Year Ended June 30, 2014**

Austin Peay State University
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised 04/30/2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	200	325	325	63%	125	330	330	2%	5	March 2014	I
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)[1]	200	200	525	0%	-	40	370	-80%	-160	August 2014	I
Required by Athletic Affiliate	R	AT	OVC Special Asst/Stud Athlete Opp Funds	125	125	650	0%	-	105	475	-16%	-20	August 2013	C
Required by State Audit	R	FM	Cash Counts & Inventories[2]	75	75	725	0%	-	10	485	-87%	-65	June 2014	I
Required by State Audit	F	FM	State Audit Follow-Up[3]	100	100	825	0%	-	90	575	-10%	-10	February 2014	I
Required by TBR	M	SS	Risk Assessment	150	150	975	0%	-	125	700	-17%	-25	May 2014	S
Required by IIA	P	IS	Quality Assessment Review	50	50	1025	0%	-	65	765	30%	15	August 2013	C
Investigation	I	IA	Investigation 14-01	50	50	1075	0%	-	40	805	-20%	-10	July 2013	C
	I	IA	Investigation 14-02	75	75	1150	0%	-	75	880	0%	0	April 2014	C
Investigation	I	IS	Unscheduled Investigations	75	75	1225	0%	-	0	880	-100%	-75	TBD	S
Special Request	S	AX	Higher Education Act Compliance	300	300	1525	0%	-	50	930	-83%	-250	February 2015	I
Special Request	S	FM	UBIT and Sales Tax reporting	200	200	1725	0%	-	45	975	-78%	-155	October 2014	I
Ongoing	P	FM	Procurement Card-Review[3,4]	150	300	2025	100%	150	295	1270	-2%	-5	Ongoing	I
Ongoing	P	FM	Travel Claim Review-Ongoing[3]	300	300	2325	0%	-	260	1530	-13%	-40	Ongoing	I
Carryforward	S	AT	Review of Athletic GIK[4]	50	50	2375	0%	-	110	1640	120%	60	August 2013	C
Carryforward	S	FM	Review of Equity Calculation[4]	50	50	2425	0%	-	75	1715	50%	25	August 2013	C
Consulting	C	IS	General Consultation[5]	250	250	2675	0%	-	250	1965	0%	0	June 2014	I
1	A	PP	Emergency Preparedness	150	150	2825	0%	-	0	1965	-100%	-150	Carryforward	S

Estimate-Hours Available For Audits = 2485 (2 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
[1] Audits in planning stages
[2] Hours represent previous fiscal year work
[3] Audits in Progress
[4] Additional hours required to complete
[5] Budgeted hours represent multiple engagements

East Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Law	R	FM	President's Expenses (MTSU)	175	175	175	0%	-	131	131	-25%	-44	October 2013	C
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	200	200	375	0%	-	144	275	-28%	-56	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	200	200	575	0%	-	47	322	-77%	-154	After June 2014	I
Required by State Audit	R	FM	Cash Counts	40	40	615	0%	-	0	322	-100%	-40	June 2014	S
Required by CPB	R	FM	WETS-FM	250	250	865	0%	-	149	471	-40%	-101	December 2013	C
Required by Bank	R	IT	NACHA Web Transactions Data Security	125	125	990	0%	-	139	609	11%	14	May 2014	I
Required by State Audit	F	FM	State Audit Follow-Up (FN 3)	0	0	990	100%	-	0	609	100%	0	April 2014	R
	F	AD	Follow-Up Advancement Services/BASA	100	100	1090	0%	-	0	609	-100%	-100	October 2014	S
	F	IA	Follow-Up University School Student Accounts	100	100	1190	0%	-	42	651	-59%	-59	June 2014	I
	F	AX	Follow-Up Center for Physical Activity	100	100	1290	0%	-	27	677	-74%	-74	August 2013	C
	F	IA	Follow-Up Internal Medicine	75	75	1365	0%	-	80	757	7%	5	June 2014	I
	M	FM	Risk Assessment	40	40	1405	0%	-	1	758	-98%	-39	May 2014	I
	P	IS	Quality Assessment Review	100	100	1505	0%	-	44	802	-56%	-56	August 2013	C
Brought forward	I	IA	Investigation 12-04	20	20	1525	0%	-	16	818	-20%	-4	May 2014	I
Brought forward	I	IA	Investigation 12-06	100	100	1625	0%	-	124	942	24%	24	March 2014	C
Brought forward	I	IA	Investigation 13-01	40	40	1665	0%	-	29	971	-28%	-11	August 2013	C
Brought forward	I	IA	Investigation 13-02	100	100	1765	0%	-	14	985	-87%	-87	August 2013	C
Brought forward	I	IA	Investigation 13-03	120	120	1885	0%	-	141	1126	18%	21	November 2013	C
Added - Investigation	I	FM	Investigation 14-01	300	300	2185	0%	-	483	1609	61%	183	March 2014	C
Added - Investigation	I	IA	Investigation 14-02	275	325	2510	-15%	50	275	1884	-15%	-50	May 2014	I
Added - Investigation	I	AT	Investigation 14-03	0	50	2560	-100%	50	24	1908	-52%	-26	April 2014	C
Added - Investigation	I	IA	Investigation 14-04	0	50	2610	-100%	50	12	1920	-76%	-38	After June 2014	I
Added - Investigation	I	IA	Investigation 14-05	0	150	2760	-100%	150	0	1920	-100%	-150	After June 2014	S
Brought forward	S	AT	Athletics Gift-In-Kind	200	200	2960	0%	-	203	2087	2%	3	August 2013	C
Brought forward	S	AT	NCAA Compliance	250	75	3035	233%	(175)	30	2116	-61%	-46	April 2014	C
Brought forward	S	FM	Procard	250	250	3285	0%	-	271	2387	8%	21	December 2013	C
Brought forward	S	FM	University School Student Activity Acct	10	10	3295	0%	-	8	2395	-25%	-3	July 2013	C
Added - Special Request	S	AT	Athletics - Deposit Controls (FN 4)	50	0	3295	0%	(50)	0	2395	0%	0	March 2014	R
Added - Special Request	S	SS	Biomedical Sciences	0	175	3470	-100%	175	143	2537	-19%	-33	May 2014	I
	P	IA	Assistance with TBR Auditors	0	100	3570	0%	100	51	2588	100%	-49	Ongoing	I
	P	IT	PCI Compliance	125	125	3695	0%	-	119	2707	-5%	-6	Ongoing	I
	P	IT	Security Awareness	200	200	3895	0%	-	125	2832	-38%	-76	Ongoing	I
	C	IS	General Consultation	150	150	4045	0%	-	16	2848	-89%	-134	Ongoing	I
1T	A	IS	Natural History Museum	250	250	4295	0%	-	91	2939	-64%	-159	May 2014	I
1T	A	FM	Travel	250	150	4445	67%	(100)	72	3011	-52%	-78	After June 2014	I
1T (IT)	A	IT	Handheld Devices	225	225	4670	0%	-	96	3107	-57%	-129	February 2014	C
1T (IT)	A	IT	IT Governance	300	300	4970	0%	-	138	3244	-54%	-163	November 2013	C
2 (IT)	A	IT	Disaster Recovery Plan	225	225	5195	0%	-	46	3290	-80%	-180	May 2014	I
2T	A	SS	Financial Aid Administration (FN 2)	0	0	5195	100%	-	0	3290	100%	0		R
2T	A	FM	Payroll (FN 1)	0	0	5195	100%	-	0	3290	100%	0		R

Estimate-Hours Available For Audits = 4835 (4 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

FN 1 - This risk based audit was removed from the audit plan due to the addition of an unexpected investigation (14-01.)
FN 2 - This risk based audit was removed from the audit plan due to the addition of an unexpected investigation (14-02) and special request.
FN 3 - This required audit was removed from the audit plan since no findings were contained in the State Audit Report.
FN 4 - This special request was reclassified as Investigation 14-03.

Middle Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Audit	R	FM	Cash Counts (5)	70	100	100	43%	30	111	111	11%	11	June 2014	I
Required by State Audit	R	FM	Year-End Inventories	350	290	390	-17%	(60)	187	298	-36%	-103	October 3, 2013	C
Brought Forward/Required by TBR	R	SS	Funding Formula-Progression 2012 Data	200	200	590	0%	-	205	503	3%	5	February 26, 2014	C
Required by TBR	R	SS	Funding Formula-Completion 2013 Data	200	240	830	20%	40	63	566	-74%	-177	June 2014	I
Brought forward	P	IS	Quality Assessment Review	80	80	910	0%	-	71	637	-11%	-9	October 9, 2013	C
Required by TBR	M	IS	Risk Assessment	50	50	960	0%	-	15	652	-70%	-35	May 2014	I
	F	FM	State Audit Follow-Up or Assistance	50	50	1010	0%	-	2	654	-96%	-48	June 2014	S
Required by NCAA	R	AT	Football Attendance Fall 2013	250	240	1250	-4%	(10)	230	884	-4%	-10	February 10, 2014	C
Management Request	P	FM	Special Reviews (Cash Shortage Reviews)	50	50	1300	0%	-		884	-100%	-50	June 2014	S
Consulting	C	FM	Assisting with President's Expense Audit	50	50	1350	0%	-	44	928	-12%	-6	June 2014	I
Consulting	C	IS	Research, Fraud Presentation, Etc.	100	100	1450	0%	-	118	1046	18%	18	June 2014	I
New Consulting Project	C	IS	Blue Print Copy Shop (6)	0	200	1650	0%	200	90	1136	-55%	-110	June 2014	I
Special Request	S	IS	Unscheduled Reviews & Investigations	300	0	1650	-100%	(300)		1136	0%	0	TBD	I
Brought forward	I	SS	Investigation L12-04 (1)	50	150	1800	200%	100	130	1266	-13%	-20	June 2014	I
Brought forward	S	AT	Athletic Gift-in-Kind (2)	200	650	2450	225%	450	646	1912	-1%	-4	March 12, 2014	C
Brought forward	I	IA	Investigation L13-01	50	50	2500	0%	-		1912	-100%	-50	June 2014	I
Brought forward	I	IA	Investigation L13-02 (3)	100	400	2900	300%	300	370	2282	-8%	-30	June 2014	I
Brought forward	I	IS	Investigation L13-03	120	120	3020	0%	-	2	2284	-98%	-118	June 2014	I
Brought forward	I	PP	Investigation L13-04	150	150	3170	0%	-	43	2327	-71%	-107	June 2014	I
New Investigation	I	FM	Investigation L14-01	0	70	3240	0%	70	69	2396	-1%	-1	January 17, 2014	C
New Investigation	I	FM	Investigation L14-02	0	400	3640	0%	400	325	2721	-19%	-75	June 2014	I
Follow-up	F	IT	Follow-up: Classroom Technology (3)	60	120	3760	100%	60	136	2857	13%	16	June 2014	I
Follow-up	F	IA	Follow-up:Dance Program Review	60	60	3820	0%	-	0	2857	-100%	-60	June 2014	S
Follow-up	F	FM	Follow-up: Procurement Card Review	40	10	3830	-75%	(30)	8	2865	-20%	-2	April 30, 2014	C
1	A	AT	Athletic Concessions Revenue (4)	220	0	3830	-100%	(220)	0	2865	0%	0		R
2	A	FM	Rental Property Management (4)	220	0	3830	-100%	(220)	0	2865	0%	0		R
3T	A	FM	Food Service Commissions (4)	220	0	3830	-100%	(220)	0	2865	0%	0		R
3T	A	AT	Athletic Camps and Clinics (4)	220	0	3830	-100%	(220)	0	2865	0%	0		R
3T	A	AT	Athletics (Eligibility) (4)	200	0	3830	-100%	(200)	0	2865	0%	0		R
4T	A	RS	Research Sponsored Programs (4)	200	0	3830	-100%	(200)	0	2865	0%	0		R

Estimate-Hours Available For Audits = 3828 (4 audit staff). Cumulative Budget Hours not adjusted because available audit hours may increase if contract audit hours are not used for audit work with CoSCC and MSCC.
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) Budget hours increased to address additional work requested about one of the allegations.
(2) Budget hours increased to address problems found with contract monitoring and trade revenues.
(3) Budget hours increased to complete needed interviews of personnel.
(4) Project removed because budget hours needed for GIK review, special requests and investigations.
(5) Additional hours used consulting with department about cash receipting procedures.
(6) Budget hours increased to assist this new operation with their cash receipting system and procedures.
(7) Budget hours increased since first year to complete project.

Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised May 9, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Law	R	FM	President's Expenses	120	120	120	0%	-	125	125	4%	5	October 2013	C
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	125	125	245	0%		130	255	4%	5	December 2013	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	125	125	370	0%		35	290	-72%	-90	June 2014	I
Required by Athletic Affiliate	R	AT	NCAA Special Assistance Fund	125	125	495	0%		125	415	0%	0	September 2013	C
Required by State Audit	R	FM	Cash Counts	25	25	520	0%		10	425	-60%	-15	June 2014	I
Required by State Audit	F	FM	State Audit Follow-Up	175	175	695	0%		170	595	-3%	-5	November 2013	C
	M	SS	Risk Assessment-Institutional Support	30	30	725	0%		20	615	-33%	-10	May 2014	I
	M	FM	Risk Assessment- Instruction	30	30	755	0%		8	623	-73%	-22	May 2014	I
	M	IS	Risk Assessment- Information Technology	30	30	785	0%		20	643	-33%	-10	May 2014	I
Required by TBR	P	IS	Athletic Gift-in-kind	150	150	935	0%		75	718	-50%	-75	October 2013	C
Carry Forward	I	IA	Investigation 13-1008 (1)	100	100	1035	0%		125	843	25%	25	July 2013	C
Carry Forward	I	IS	Investigation 12-1010	20	20	1055	0%		7	850	-65%	-13	September 2013	C
Carry Forward	S	AX	Investigation 13-1003	20	20	1075	0%		20	870	0%	0	March 2014	C
Carry Forward	C	IS	Investigation 13-1006	20	20	1095	0%		20	890	0%	0	March 2014	C
	C	IA	Investigation 14-1001	150	150	1245	0%		150	1040	0%	0	January 2014	C
	C	IS	Investigation 14-1002	100	100	1345	0%		85	1125	-15%	-15	July 2014	I
	A	FM	Quality Assessment Review	40	40	1385	0%		35	1160	-13%	-5	August 2013	C
	A	AD	Unscheduled Investigations	50	50	1435	0%		75	1235	50%	25	June 2014	I
Special Request	A	IT	Ticket Office	175	175	1610	0%		0	1235	-100%	-175	June 2014	R
Follow-up	A	IT	Follow-up Investigation 13-1008	75	75	1685	0%		73	1308	-3%	-2	May 2014	I
Consultation	A	AT	General Consultation	300	300	1985	0%		280	1588	-7%	-20	June 2014	I
1	A	RS	Human Resources	225	225	2210	0%		220	1808	-2%	-5	June 2014	I
2	A	IS	Evidence Room	150	150	2360	0%		15	1823	-90%	-135	April 2014	S
3	A	FM	Information Technology	225	225	2585	0%		30	1853	-87%	-195	April 2014	R

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

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) This issue was more complex than originally estimated, and included unplanned consultation with State Audit.

Tennessee Tech University
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Audit	R	FM	Inventory Observations (1)	100	100	100	0%	-	54.5	54.5	-46%	-45.5	August 2013	C
Required by TBR	R	SS	Funding Formula-Progression (2012 Data) (2)	200	200	300	0%	-	210.1	264.6	5%	10.1	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	120	120	420	0%	-	25	289.6	-79%	-95	July 2014	I
Required by OVC	R	AT	Student Assistance Fund (3)	80	80	500	0%	-	44	333.6	-45%	-36	August 2013	C
Required by TBR	P	IS	Quality Assessment Review (15)	75	40	540	-47%	(35)	31.5	365.1	-21%	-8.5	August 2013	C
Required by TBR	F	FM	State Audit Follow-Up (5)	65	65	605	0%	-	69.9	435	8%	4.9	February 2014	C
Required by TBR	R	AT	Athletic Gift in Kind	100	100	705	0%	-	97.9	532.9	-2%	-2.1	October 2013	C
Required by TBR	M	FM	Risk Assessment-Financial Management	35	35	740	0%	-	15	547.9	-57%	-20	May 2014	I
Required by TBR	M	PP	Risk Assessment-Physical Plant	25	25	765	0%	-	17.5	565.4	-30%	-7.5	May 2014	I
Required by TBR	M	IS	Risk Assessment-Enterprise-wide	40	40	805	0%	-	1.5	566.9	-96%	-38.5	May 2014	I
Required by TBR	M	AT	Risk Assessment-Athletics	25	25	830	0%	-	15	581.9	-40%	-10	May 2014	I
	I	AD	Investigation 13-15 (4)	100	100	930	0%	-	96	677.9	-4%	-4	February 2014	C
	I	PP	Investigation 13-17 (6)	20	20	950	0%	-	6.5	684.4	-68%	-13.5	October 2013	C
	I	IS	Unscheduled Investigations (13)	170	50	1000	-71%	(120)	7.5	691.9	-85%	-42.5	June 2014	I
	C	IS	General Consultation	50	50	1050	0%	-	6.5	698.4	-87%	-43.5	June 2014	I
	P	FM	Procurement Card Reviews (4)(7)	190	190	1240	0%	-	127.2	825.6	-33%	-62.8	June 2014	I
	P	RS	Sponsored Program Review	100	90	1330	-10%	(10)	5	830.6	-94%	-85	June 2014	I
	S	IT	Technology Access Fee (8)	150	150	1480	0%	-	116.5	947.1	-22%	-33.5	October 2013	C
	S	IS	Personnel (9)	90	90	1570	0%	-	81.4	1028.5	-10%	-8.6	November 2013	C
	A	FM	PCI-DSS (14)	150	150	1720	0%	-	80.4	1108.9	-46%	-69.6	June 2014	I
1	A	RS	Research Procedures - labs, safety (10)	300	330	2050	10%	30	285.9	1394.8	-13%	-44.1	June 2014	I
	F	AT	Athletic Gift in Kind Follow-Up (11)	15	15	2065	0%	0	16.9	1411.7	0.13	1.9	February 2014	C
	P	IA	SACSCOC Reaccreditation Duties (12)	100	120	2185	17%	20	102.5	1514.2	-0.15	-17.5	June 2014	I
Required by TBR	R	FM	APSU President's Audit (16)	0	20	2205	100%	20	4.2	1518.4	-0.79	-15.8	October 2014	S
2	A	FM	Equipment (17)	0	50	2255	100%	50	5.5	1523.9	-0.89	-44.5	October 2014	S

Estimate-Hours Available For Audits = 2013 (2 full-time audit staff and one staff member with part-time audit/review responsibilities)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) Budget includes hours to be spent in May and June of 2014 for the 6-30-14 Inventory Observations audit. So even though the audit is completed, budgeted hours are used in the Plan Summary.
(2) Budget has been increased by 50 hours because the preliminary audit took more hours than anticipated - also est. completion changed to Feb. first from Aug. (Aug was a mistake) and then from Dec. because samples were delayed.
(3) SAF funds were not spent in the areas that normally take the most time to audit.
(4) Changes necessary and/or variance because audit/review/project/investigation has begun but will not be completed until later in the fiscal year.
(5) Est. completion changed because the state audit report was issued later than anticipated. The level of follow-up was more complex than anticipated requiring more hours.
(6) Investigation was administratively closed, so an audit report was not necessary; therefore less time was needed to complete.
(7) Original estimated completion date was a mistake.
(8) Department replied quickly reducing number of required hours; this audit put before funding formula because of sample delay causing est. completion to go from Dec. to Oct.
(9) It has been difficult to get and coordinate responses from various departments because of their workloads causing many more hours, increased budget, and delayed est. completion.
(10) Preliminary and continuing work indicates that the lab safety review may is somewhat decentralized, which will likely require a greater number of audit hours to complete.
(11) Follow-up could not be scheduled until audit was complete and showed that one would be necessary. It was left off last revision.
(12) Audit personnel were assigned to 2 committees for SACSCOC reaccreditation. This project will continue until September 2015.
(13) Since significant hours for unscheduled investigations have not yet been expended because of fewer reports in 2013-14, the budgeted hours have been reduced proportionate with the time left in the fiscal year.
(14) Along with scheduling issues, extensive administrative hours have been spent physically moving Internal Audit's office twice this fiscal year, which has delayed the estimated completion date for this audit.
(15) The majority of the work on this project fell to TBR staff and it appears that our campus will not be required to perform significant, additional work on this project this year.
(16) The scheduled President's audits were released in April 2014; while fieldwork will not begin in earnest until July 2014, some preliminary work was necessary because the APSU president is leaving in May 2014.
(17) Because of scheduling issues with other audits, preliminary work on this audit was initiated.

University of Memphis
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
1	A	FM	Review of Internal Controls - Risk Assessment Footprint - Institutional Support	300	300	300	0%	-	292	292	97%	(8)	May 2014	I
1	A	FM	Review of Internal Controls - Risk Assessment Footprint - Student Enrollment Services [4]	300	250	550	20%	(50)	246	538	82%	(4)	May 2014	I
1 - Carryover from FY13	A	FM	Accounts Payable Operations/Compliance	160	160	710	0%	-	114	652	71%	(46)	August 2013	C
2	A	IA	School of Nursing	400	400	1110	0%	-	117	769	29%	(283)	April 2014	C
3	A	IT	PCI Compliance - Limited Scope	300	300	1410	0%	-	0	769			June 2014	S
15	A	AT	Athletics- Financial Aid Student Athletes - Books [1]	200	0	1410		(200)	0	769				R
4T	C	AT	Athletics- Booster Club Process [1]	0	200	1610		200	14	783	7%	(186)	June 2014	I
4T	A	AT	Athletics-Travel Expenses (Team & Employees)	200	200	1810	0%	-	70	853	35%	(130)	June 2014	I
4T	A	IT	Data Security - Laptop Encryption and Mobile Devices - Limited Scope	200	200	2010	0%	-	0	853			June 2014	S
5 - Carryover from FY13	A	IT	Information Technology-Banner Security	210	210	2220	0%	-	190	1043	90%	(20)	May 2014	I
6	A	AT	Athletics - Review of Internal Controls - Ticket Office	200	200	2420	0%	-	159	1202			June 2014	I
8	C	RS	Research-Grants Accounting - Effort Reporting (Process Review)	120	120	2540	0%	-	116	1318	97%	(4)	May 2014	C
Follow-up	F	AT	Athletics-Tiger Fund Donations (Courtesy Cars, etc.)	100	100	2640	0%	-	92	1410	92%	(8)	December 2013	C
Follow-up	F	RS	Research-Grants Accounting - Admin Costs (DS2 Policies)	100	100	2740	0%	-	93	1503	93%	(7)	December 2013	C
Follow-up	F	FM	Payroll - Extra Compensation	100	100	2840	0%	-	0	1503	0%	(100)	March 2014	C
Ongoing	P	FM	Procurement Card [2]	350	500	3340	-30%	150	410	1913	117%	(90)	June 2014	I
Ongoing	P	FM	Payroll-W2 Control of Returned Addresses by Internal Audit [5]	120	90	3430	33%	(30)	85	1998	71%	(5)	June 2014	I
Required Bank Contract	A	IT	Information Technology-ACH (Electronic Banking Transactions)-NACHA	120	120	3550	0%	-	15	2013	13%	(105)	June 2014	I
Required State Audit	R	FM	Cash Counts and Inventory Observation-State Audit for YE FY13	150	150	3700	0%	-	162	2175	108%	12	August 2013	C
Required State Statute	R	FM	President's Expenses	120	120	3820	0%	-	112	2287	93%	(8)	November 2013	C
Required TBR	R	SS	Funding Formula-Progression (2012 Data)	140	140	3960	0%	-	122	2409	87%	(18)	February 2014	C
Required TBR	R	SS	Funding Formula-Completion (2013 Data)	120	120	4080	0%	-	86	2495	72%	(34)	July 2014	I
Required IIA Standards	P	IS	Quality Assessment Review	40	40	4120	0%	-	30	2525	75%	(10)	August 2013	C
	M	FM	Risk Assessment-Financial Management	100	100	4220	0%	-	20	2545	20%	(80)	May 2014	I
	I	IS	Unscheduled Investigations [6]	400	800	5020	-50%	400	792	3337	99%	(8)		
	I	IS	Investigation Case # 001					-	38				September 2013	C
	I	IS	Investigation Case # 002					-	79				September 2013	C
	I	IS	Investigation Case # 003					-	153				September 2013	C
	I	IS	Investigation Case # 004						60				January 2014	C
	I	IS	Investigation Case # 005					-	76				January 2014	C
	I	IS	Investigation Case # 006					-	26				January 2014	C
	I	IS	Investigation Case # 007						196				January 2014	C
	I	IS	Investigation Case # 008						81				May 2014	I
	I	IS	Investigation Case # 009						78				June 2014	I
	I	IS	Investigation Case # 010						5				June 2014	I
	C	IS	General Consultation [3][6]	150	400	5420	-63%	250	332	3669	83%	(68)	June 2014	I
	C	IT	General Consultation - Information Technology	100	100	5520	0%	-	52	3721	52%	(48)	June 2014	I
							15%	720						

Estimate-Hours Available For Audits = 4,800 (4 audit staff)(2 postions vacant at beginning of fiscal year-both filled as of 10-31-2013)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status:
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
[1] Athletics - Audit replaced with another audit per risk assessment feedback from Athletics Management. (Sept 2013)
[2] Scope and hours expanded per Management request. Procurement Cards.
[3] General Consultation Includes assistance to Legal with Attorney Client Projects.
[4] Was able to obtain efficiency in time by combining review of internal controls jointly with the other RA audit.
[5] UOM converted to electronic W2s and online capability for 2013. Anticipate less returned W2s.
[6] Budget hours adjusted per instructions from TBR-SWIA Director. Due to unscheduled hotline calls and special requests from Management and Legal.

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

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Law	R	FM	President's Expenses (FN 3)	130	130	130	0%	-	105	105	-19%	-25	October 2013	C
Required by TBR	R	SS	Funding Formula-Progression (2012 Data- FN7)	200	135	265	-33%	(65)	122	227	-10%	-13	December 2013	I
Required by TBR	R	SS	Funding Formula-Completion (2013 Data - FN7)	200	150	415	-25%	(50)	32	259	-79%	-118	June 2014	I
	F	FM	State Audit Follow-Up (FN 11)	20	0	415	-100%	(20)	0	259	0%	0	As needed	S
	R	FM	Year End Cash Counts and Inv	40	40	455	0%	-	18	277	-55%	-22	June 2014	S
	R	IS	Risk Assessment - Review	50	50	505	0%	-	6	283	-88%	-44	May 2014	S
Management Request	S	IT	NACHA Security Audit (FN 9)	80	100	605	25%	20	100	383	0%	0	March 2014	I
	P	IA	TBR Training Committee	40	40	645	0%	-	5	388	-88%	-35	On Going	I
Consulting	C	IS	General Consultation	40	20	665	-50%	(20)	20	408	0%	0	TBD	I
Management Request	C	SS	Continuing Education Control Change (FN10)	0	30	695	100%	30	0	408	-100%	-30	June 2014	S
	I	IS	Unscheduled Investigations (FN6)	50	90	785	80%	40	59	467	-34%	-31	TBD	I
IIA Standards	P	IS	Quality Assessment Review (FN 4)	60	30	815	-50%	(30)	25	492	-17%	-5	August 2013	C
IIA Standards	P	IT	IT Governance Assessment	30	30	845	0%	-	28	520	-7%	-2	August 2013	C
1	A	IT	IT Disaster Recovery Plan Audit	100	100	945	0%	-	51	571	-49%	-49	June 2014	I
2; Carryforward - In Progress	A	AT	Athletic Eligibility and Financial Aid	240	240	1185	0%	-	49	620	-80%	-191	June 2014	I
3	A	IS	Equipment (FN 9)	220	220	1405	0%	-	269	889	22%	49	January 2014	C
Follow-Up	F	FM	Follow-up to Travel Audit (FN8)	70	50	1455	-29%	(20)	48	937	-4%	-2	May 2014	I
4T	A	AX	Food Services	140	140	1595	0%	-	121	1058	-14%	-19	January 2014	C
4T	C	IS	THEC Submissions (FN 5)	0	40	1635	100%	40	11	1069	-73%	-29	June 2014	I
4T	A	FM	Foundation Investments& Gifts Received (FN 2)	90	100	1735	11%	10	48	1117	-52%	-52	May 2014	I

Estimate-Hours Available For Audits = 1735 (1.5 audit staff - FN 1)
T--Tie

Audit Types:	Functional Areas:	Status
R - Required	AD - Advancement	C - Completed
A - Risk-Based (Assessed)	AT - Athletics	I - In Progress
S - Special Request	AX - Auxiliary	S - Scheduled, not Started
I - Investigation	FM - Financial Management	R - Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:
FN 1 - Audit hours reduced from 1800 to 1735 for Staff auditor arriving on Oct. 1.
FN 2 - Investments audit removed due to reduction in audit hours in October, but added back due to hour reduction in other audits. Audit expanded to include Foundation Gifts Received.
FN 3 - President's audit was given extra time in original budget for 1st time auditor, but the time was not needed.
FN 4 - QAR budget was reduced after a better understanding of staff time needed during final phase of QAR.
FN 5 - THEC Submissions consult added in response to recent THEC documentation review.
FN 6 - Additonal hours added in case issue was to arise in Spring semester.
FN 7 - Audit hours reduced based on structure of audits and time spent on Progression.
FN 8 - Audit hours reduced to reflect new follow up procedures.
FN 9 - Audit hours increased due to new auditor and workpaper training needs.
FN10 - Management request for internal control change review due to change in management personnel.
FN11 - Eliminated due to no state follow up needed in FYE 2014.

Cleveland State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	200	200	200	0%	-	230	230	15%	30	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	200	200	400	0%		30	260	-85%		June 2014	I
Required by State Audit	R	FM	Cash Counts	50	50	450	0%			260	-100%		June 2014	S
Brought Forward	F	FM	Grant Audit Follow-Up	25	25	475	0%		30	290	20%	5	October 2013	C
Brought Forward	F	FM	Investigation 13-01 Follow-up	75	75	550	0%		70	360	-7%		May 2014	I
	M	FM	Risk Assessment-Information Technology	35	0	550	-100%		0	360	-100%		May 2014 footnote 1	R
	N	FM	Risk Assessment-Plant Operations	35	0	550	-100%			360	-100%		May 2014 footnote 1	R
	M	FM	Risk Assessment-Finance and Administration	0	50	600	-100%		15	375	-70%		May 2014	I
	M	FM	Risk Assesmsnt - Finacial Management	0	0	600	-100%				-100%		May 2014 footnote1	R
	M	IS	Risk Assessment - Institutional Support	0	30	630	-100%		15		-50%		May 2014 footnote1	I
	M	IS	TTC Risk Assessment-Enterprise-wide	25	25	655	0%		25	400	0%	0	February 2014	C
IIA Standards	P	IS	Quality Assessment Review	25	25	680	0%		30	430	20%	5	August 2013	C
Brought forward	S	IT	Nacha Web Audit 2013	100	100	780	0%		95	525	-5%	-5	December 2013	C
	S	IT	Nacha Web Audit 2014	100	100	880	0%			525	-100%		June 2014	S
Brought Forward	I	IA	Investigation 13-02	20	20	900	0%		35	560	75%	15	October 2013	C
Brought Forward	I	IA	Investigation 13-03	20	20	920	0%		22	582	10%	2	October 2013	C
Brought Forward	F	FM	Investigation 13-02 Follow-up	50	50	970	0%		65	647	30%	15	May 2014	I
	I	IS	Unscheduled Investigations	100	50	1020	-50%			647	-100%		TBD	S
	C	IS	General Consultation	50	50	1070	0%		40	687	-20%	-10	June 2014	I
1T	A	IT	Technology Access Fee	100	0	1070	-100%			687	-100%		March 2014	R

Estimate-Hours Available For Audits = 1042 (1 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
1. Mangement completed a three year Risk Assessment plan. Finance and administration includes Finacial Management, Information Technology and Plant Operations

				Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget		Actual Hours	Cumulative Actual Hours	Actual Vs. Budget		Estimated/Actual Completion Date	Current Status
Columbia State Community College **Internal Audit Plan** **Fiscal Year Ended June 30, 2014** **Revised April 30, 2014**														
Current Rank	Type	Area	Audit				Percentage	Hours			Percentage	Hours		
Required by TBR	R	SS	Funding Formula-Progression 2012 Data (2)	170	170	170	0%	-	249	249	46%	79	**February 2014**	C
Required by TBR	R	SS	Funding Formula-Completion 2013 Data	170	170	340	0%	-	98	347	-42%	-72	June 2014	S
Required by TBR	F	FM	State Audit Follow-Up FY 2012 & 2011 (1)	100	140	480	40%	40	142	489	1%	2	**November 2013**	C
	M	IS	CoSCC Risk Assessment	30	30	510	0%	-	1	490	-97%	-29	May 2014	S
	M	IS	Hohenwald Risk Assessment	30	30	540	0%	-	36	526	20%	6	**February 2014**	C
	M	IS	Pulaski Risk Assessment	30	30	570	0%	-	39	565	30%	9	**February 2014**	C
	C	IS	General Consultation	70	30	600	-57%	(40)	4	569	-87%	-26	June 2014	I

Audits are performed by MTSU Office of Audit and Consulting Services through an audit services contract for a maximum of 600 hours.

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) Budget hours increased because follow-up review also included review of FY2013 financial statements.
(2) Actual audit time exceeded budget hours since this was the first audit of Progression.

Jackson State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014

Rank	Type	Area	Audit	Estimated Hours	Cumulative Hours	Estimated Completion Date
Required	R	SS	Funding Formula - Progression (2012 Data)	150	150	December 2013
Required	R	SS	Funding Formula - Completion (2013 Data)	150	300	June 2014
Required	R	IS	President's Expense Audt - NaSCC	150	450	October 2013
Required	R	FM	Year-end Cash Counts	40	490	June 2014
Required	M	IA	JSCC Risk Assessment-Instruction	25	515	May 2014
Required	M	IS	JSCC Risk Assessment-Institutional Support	25	540	May 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Covington	20	560	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Crump	20	580	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Jackson	20	600	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-McKenzie	20	620	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Newbern	20	640	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Paris	20	660	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Ripley	20	680	January 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide-Whiteville	20	700	January 2014
IIA Standards	P	IS	Quality Assessment Review	40	740	August 2013
Follow-up Review	F	IT	Follow-up Review - IT Governance	30	770	June 2014
Follow-up Review	F	IT	Follow-up Review - Data Security	50	820	June 2014
Follow-up Review	F	IS	Follow-up Review - Cash Receipting Procedures	50	870	June 2014
Consulting	C	IS	General Consultation	150	1020	Ongoing
In Progress	A	PP	Emergency Preparedness	150	1170	June 2014

Estimate-Hours Available For Audits = 1160 (1 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

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Motlow State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression 2012 Data (2)	150	180	180	20%	30	188	188	4%	8	**February 2014**	C
Required by TBR	R	SS	Funding Formula-Completion 2013 Data	150	150	330	0%	-	93	281	-38%	-57	June 2014	S
Required by TBR	F	FM	State Audit Follow-Up FY 2012 & 2011 (1)	100	165	495	65%	65	165	446	0%	0	**January 2014**	C
	M	IS	MSCC Risk Assessment	40	40	535	0%	-	0	446	-100%	-40	May 2014	S
	M	IS	McMinnville Risk Assessment	20	20	555	0%	-	31	477	55%	11	**February 2014**	C
	M	IS	Murfreesboro Risk Assessment	20	20	575	0%	-	23	500	15%	3	**February 2014**	C
	M	IS	Shelbyville Risk Assessment	20	20	595	0%	-	33	533	65%	13	**February 2014**	C
	C	IS	General Consultation	100	5	600	-95%	(95)	5	538	0%	0	June 2014	I

Audits are performed by MTSU Office of Audit and Consulting Services through an audit services contract for a maximum of 600 hours.

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) Budget hours increased because follow-up review also included review of FY2013 financial statements.
(2) Budget hours increased to cover audit time needed for first time review of Progression. Hours reallocated from general consultation.

Nashville State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	150	180	180	20%	30	180	180	0%	0	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	120	120	300	0%	0	80	260	100%	-40	July 2014	I
Required by TBR	R	FM	Year-End Cash Counts and Inventories	0	40	340	100%	40	5	265	-88%	-35	June 2014	I
Required by TBR	M	IS	TCAT Risk Assessment - Nashville	40	40	380	0%	0	40	305	0%	0	February 2014	C
Required by TBR	M	IS	TCAT Risk Assessment - Dickson	40	40	420	0%	0	40	345	0%	0	February 2014	C
Required by TBR	M	IS	Risk Assessment - Enterprise	40	40	460	0%	0	0	345	-100%	-40	May 2014	S
Required by TBR	M	IS	Risk Assessment - Student Services	45	45	505	0%	0	40	385	-11%	-5	May 2014	I
Required by TBR	M	IS	Risk Assessment - Institutional Support	45	45	550	0%	0	0	385	-100%	-45	May 2014	S
4	A	FM	Bank Reconciliations	120	100	650	-17%	-20	10	395	-90%	-90	June 2014	I
IIA Standards	P	IS	Quality Assessment Review - Follow-Up	50	0	650	-100%	-50	10	405	100%	10	June 2014	I
As Assigned	I	IS	Unscheduled Investigations/Special Requests	72	72	722	0%	0	0	405	-100%	-72	TBD	S
As Assigned	C	IS	General Consultation	87	87	809	0%	0	35	440	-60%	-52	Various	I
As Assigned	F	IS	Internal Audit Follow-Up	25	25	834	0%	0	0	440	-100%	-25	Various	S

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

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:

Northeast State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	200	200	200	0%	-	188	188	-6%	-12	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	150	150	350	0%	-	22.5	210.5	-85%	-127.5	After June 30, 2014	I
Required by State Audit	R	FM	State Audit Assistance-YearEnd	40	40	390	0%	-	3	213.5	-93%	-37	June 2014	I
	M	FM	Risk Assessments-NeSCC	60	60	450	0%	-	24	237.5	-60%	-36	May 2014	I
	M	IS	TCAT Risk Assessment-Enterprise-wide (FN 1)	20	0	450	-100%	(20)	0	237.5	0%	0	February 2014	R
	P	IS	Quality Assessment Review	75	75	525	0%	-	64	301.5	-15%	-11	August 2013	C
Special Request	S	IA	Theater Services (FN2)	100	150	675	50%	50	78.5	380	-48%	-71.5	June 2014	I
Special Request	S	IS	Special Requests and Projects	100	100	775	0%	-	47.5	427.5	-53%	-52.5	Various	I
Special Request	F	IA	Follow-up to TTC Missing Equip Report (ETSU)	10	10	785	0%	-	12.5	440	25%	2.5	July 2013	C
	C	IS	General Consultation	100	100	885	0%	-	26.5	466.5	-74%	-73.5	Ongoing	I
Brought Forward	A	IT	Data Security	75	75	960	0%	-	91.5	558	22%	16.5	January 2014	C
Brought Forward	A	IA	Academic Advising	50	50	1010	0%	-	72	630	44%	22	November 2013	C
1	A	IS	Human Resources	150	150	1160	0%	-	0	630	-100%	-150	After June 30, 2014	S

Estimate-Hours Available For Audits = 1102.5 (1 audit staff) (FN 3)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
FN 1 - TCAT Risk Assessment budgeted hours were changed to 0 because it was performed by TBR SWIA while the NeSCC auditor was out of the office on FML.
FN 2 - Expanded scope to include facility usage agreements and additional types of systems and revenue testing.
FN 3 - The Director has been on Intermittent FML starting in January 2014, and has been out of the office approximately 346 hours through the end of April relating to the adoption of a child.

Pellissippi State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	FM	Year end inventory & Cash Counts	30	30	30	0%	-	18	18	-40%	-12	June 2014	I
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	175	175	205	0%	-	40	58	-77%	-135	June 2014	I
Required by TBR	R	SS	Funding Formula-Progression (2012 Data)	125	100	305	-20%	(25)	99	157	-1%	-1	February 2014	C
Required by TBR	F	FM	Internal Audit Follow Ups	30	30	335	0%	-		157	-100%	-30	Continuous	
Required by TBR	M	IA	Risk Assessment-Instruction & Academic	40	40	375	0%	-	39	196	-3%	-1	December 2013	C
Required by TBR	M	PP	Risk Assessment-Physical Plant	20	20	395	0%	-	21	217	5%	1	October 2013	C
Required by TBR	M	IS	Risk Assessment - Enterprise Wide	0	20	415	100%	20	8	225	-60%	-12	May 2014 (5)	I
Required by TBR	M	IS	TTC Risk Assessment-Enterprise-wide	20	20	435	0%	-	17	242	-15%	-3	February 2014	C
Required by TBR	I	IA	Investigation 2014-01 (Nursing)	0	100	535	100%	100	99	341	-1%	-1	April 2014 (6)	C
Presidential Request	S	IA	Faculty Credentials	125	100	635	-20%	(25)	87	428	-13%	-13	January 2014	C
Presidential Request	S	FM	First TN - NACHA Audit	100	100	735	0%	-	91	519	-9%	-9	October 2013	C
Required by Law	I	PP	Investigation 2012-01 (Plant)	40	10	745	-75%	(30)	7	526	-30%	-3	(1)	I
Required by TBR/ Presidential Request	S	IS	Quality Assessment Review	120	120	865	0%	-	160	686	33%	40	September 2013 (2)	C
Presidential Request	C	IA	Review of Compliance Assist	40	40	905	100%	-	22	708	-45%	-18	Continuous	
Presidential Request	C	IT	Providing Assistance related to TBR IT Audit	40	40	945	100%	-	37	745	-8%	-3	December 2013	C
Presidential Request	C	IS	Lab Safety Reviews	20	20	965	100%	-	24	769	20%	4	March 2014	C
Management Request	C	SS	Review of Consumer Information Requirements	35	25	990	100%	(10)	22	791	-12%	-3	February 2014	C
Management Request	C	IA	French Exchange Program	0	50	1,040	100%	50	27	818	-46%	-23	May 2014 (4)	I
Management Request	C	PP	Review of Electrical Permiting Issue	0	25	1,065	100%	25	21	839	-16%	-4	March 2014 (4)	C
Management Request	C	IT	Banner/IT Project Issues	0	25	1,090	100%	25	23	862	-8%	-2	Continuous (4)	
2T	A	FM	Maintenance/Tuition and Related Fees	150	150	1,240	0%	-		862	-100%	-150	June 2014	S
2T	A	FM	Disbursements	175	0	1,240	-100%	(175)		862	100%	0	(3)	R
Required by TBR	F	FM	State Audit Follow-Up	40	0	1,240	-100%	(40)	0	862	0%	0	(7)	R

Estimate-Hours Available For Audits = 1162.5 (1 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:

(1) This is ongoing work related to an investigation completed in FY 12. The result of the investigation led to a termination of an employee and the college is currently involved in litigation related to this issue.

(2) These hours relate to the quality assesment review performed on Pellissippi State as well as hours spent by the Pellissippi State audit director working on reviews of 3 schools in North Carolina. Variance between budget & actual was due to TBR QAR process requiring approximately 20 more hours than estimated and the fact that I took the lead on the QAR for UNC Asheville and that required more time than just being a participant on the review team.

(3) This audit was originally scheduled to start in FYE June 30, 2014, but was not be scheduled to be completed until the following fiscal year. Audit was removed due to added consulting projects and the nursing investigation.

(4) All consultatation projects were added because of management request. Prior to adding to the audit plan the risk related to these were evaluated as well as the estimated time requirement and determined to justify immediate action on the part of the internal audit office. .

(5) Items was inadvertently omitted from original audit plan.

(6) Investigation was not planned but was performed as a result of the President asking me to look into some issues related to the nursing program.

(7) State Audit follow up was removed from the audit plan because a report from State Audit was not issued during the audit period.

Note: Even though the disaster recovery audit was ranked as the top risk based audit it will not be done in FY 14. The college is in the process of moving part of its computer operations to the state level and when this is done a significant part of disaster recovery will fall on the state instead of the college.

Roane State Community College
Internal Audit Plan
For the Fiscal Year Ended June 30, 2014
Revised 4-30-14

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	FM	Year End Cash Counts and inventories - 6-30-14	37.50	37.50	37.50	0%	-	-	-	-100%	(37.50)	Jun-14	S
Required by IIA	R	IS	QAR self-assessment and external validation	37.50	53.50	91.00	43%	16.00	53.50	53.50	0%	-	7/31/13	C
Required by TBR	M	SS	RSCC Risk Assessment - Administrative Support	15.00	15.00	106.00	0%	-	12.50	66.00	-17%	(2.50)	May-14	S
Required by TBR	M	IA	RSCC Risk Assessment - Instruction and Academic Support	15.00	15.00	121.00	0%	-	7.00	73.00	-53%	(8.00)	May-14	S
Required by TBR	M	IS	RSCC Risk Assessment-ERM update	7.50	7.50	128.50	0%	-	7.00	80.00	-7%	(0.50)	May-14	S
Required by TBR	M	IS	TCAT Onieda Risk Assessment-Enterprise-wide/Control assessment	5.50	8.00	136.50	45%	2.50	8.00	88.00	0%	-	2/1/14	S
Required by TBR	M	IS	TCAT Crossville Risk Assessment-Enterprise-wide/Control assessment	5.50	8.50	145.00	55%	3.00	8.50	96.50	0%	-	2/1/14	S
Required by TBR	M	IS	TCAT Harriman Risk Assessment-Enterprise-wide/Control assessment	5.50	8.50	153.50	55%	3.00	8.50	105.00	0%	-	2/1/14	S
Required by TBR	M	IS	TCAT Jacksboro Risk Assessment-Enterprise-wide/Control assessment	5.50	8.50	162.00	55%	3.00	8.50	113.50	0%	-	2/1/14	S
Required by TBR	R	IS	Funding Formula - Progression data review	200.00	218.25	380.25	9%	18.25	218.25	331.75	0%	-	2/5/14	I
Required by TBR	R	IS	Funding Formula - Completion data review	200.00	151.75	532.00	-24%	(48.25)	126.00	457.75	-17%	(25.75)	Jun-14	I
Required by TBR	F	FM	RSCC - Follow up on State Audit findings	37.50	44.25	576.25	18%	6.75	44.25	502.00	0%	-	10/23/13	C
Required by TBR	F	FM	RSCC Foundation - Follow up on State Audit findings	37.50	58.25	634.50	55%	20.75	58.25	560.25	0%	-	10/23/13	C
As needed	I	IS	Unscheduled Investigations	120.00	30.00	664.50	-75%	(90.00)	12.50	572.75	-58%	(17.50)	①	I, C
As needed	S	IS	Special requests	40.00	60.00	724.50	50%	20.00	68.75	641.50	15%	8.75	②	I, C
Ongoing projects	P	IS	Projects	40.00	40.00	764.50	0%	-	54.50	696.00	36%	14.50	③	I, C
As needed	C	IS	General consultation	40.00	110.00	874.50	175%	70.00	113.00	809.00	3%	3.00	④	I, C
1	A	FM	Grants	400.00	375.00	1,249.50	-6%	(25.00)	204.50	1,013.50	-45%	(170.50)	Jun-14	I

Estimate-Hours Available For Audits (1 audit staff)   1,249.50   1,249.50   1,013.50
T--Tie

Audit Types: **Functional Areas:**   **Status**

R - Required   AD - Advancement   C - Completed
A - Risk-Based (Assessed)   AT - Athletics   I - In Progress
S - Special Request   AX - Auxiliary   S - Scheduled, not Started
I - Investigation   FM - Financial Management   R - Removed
P - Project (Ongoing or Recurring)   IA - Instruction & Academic Support
M - Management's Risk Assessment   IS - Institutional Support
C - Consultation   IT - Information Technology
F - Follow-up Review   PP - Physical Plant
     RS - Research
Footnotes: SS - Student Services

① Consists of one administrative closure.
Change in budgeted hours due to lack of complaints received in current year.

② Consists of time needed for various institutional duties and responses to various institutional questions including: new employee orientation, review of PCI/DSS contract, assistance with Chattanooga State audit of RSCC President's expenses and question regarding compliance with OSHA standards.

③ Consists of ongoing projects: Auto Audit software implementation and Internal Audit workpaper archiving

④ Consists of 3 management consulting activities: Review of RSCC Campus Police timekeeping procedures, Review of Draft Delegation of Authority/Signature Authorization policy and Review of Online auction fund rasing process
Change in budgeted hours due to increased requests for consultative services by management.

Volunteer State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by TBR	R	SS	Funding Formula-Progression (2012 Data) (1)	150	205	205	37%	55	204	204	0%	-1	March 2014	C
Required by TBR	R	SS	Funding Formula-Completion (2013 Data)	150	150	355	0%	-	2	206	-99%	-148	July 2014	I
Required by TBR	R	FM	State Audit Follow-Up	65	65	420	0%	-	61	267	-6%	-4	December 2013	C
Project	P	FM	Quarterly Procard Reviews (1)	125	0	420	-100%	(125)	0	267	0%	0	Removed	R
IIA Standards	P	IS	Quality Assurance and Improvement	80	80	500	0%	-	85	352	6%	5	September 2013	C
Required by State Audit	R	FM	Cash Counts	25	25	525	0%	-	6	358	-76%	-19	June 2014	S
Required by TBR	M	IS	Risk Assessment- Volunteer State	75	75	600	0%	-	0	358	-100%	-75	May 2014	S
Required by TBR	M	IS	TCAT Risk Assessment- Livingston	10	10	610	0%	-	6	364	-40%	-4	February 2014	C
Required by TBR	M	IS	TCAT Risk Assessment- Hartsville	10	10	620	0%	-	6	370	-40%	-4	February 2014	C
Consulting	C	IS	General Consultation	100	100	720	0%	-	73	443	-27%	-27	June 2014	I
	I	IS	Unscheduled Investigations and Requests	100	100	820	0%	-	46	489	-54%	-54	June 2014	I
Carryforward Request	S	IA	International Education Fee	250	250	1070	0%	-	259	748	4%	9	November 2013	C
Carryforward Request	S	IA	Faculty Credentials	150	150	1220	0%	-	12	760	-92%	-138	September 2014	I

Estimate-Hours Available For Audits = 967.5 (1 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
(1) The Quarterly Procard Review was removed from the audit plan (125 hours). These hours were added to the Funding Formula Progression Audit (based on actual hours) and to Administrative Duties.

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Walters State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 30, 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Law	R	FM	President's Expenses (FN 2)	120	120	120	0%	-	120	120	0%	0	November 2013	C
Required by TBR	R	SS	Funding Formula-Progression Audit (2012 Data)	165	165	285	0%	-	165	285	0%	0	February 2014	C
Required by TBR	R	SS	Funding Formula-Completion Audit (2013 Data)	165	200	485	21%	35	100	385	-50%	-100	July 2014	I
Required	R	FM	Inventory Observations	25	25	510	0%	-	0	385	-100%	-25	June 2014	S
Required	R	FM	Cash Counts	15	15	525	0%	-	0	385	-100%	-15	June 2014	S
Required	R	FM	Confirmation Requests	15	15	540	0%	-	0	385	-100%	-15	June 2014	S
Required	F	FM	State Audit Follow-Up	80	80	620	0%	-	80	465	0%	0	September 2013	C
Required	M	IT	WSCC Risk Assessment-Information Technology	20	20	640	0%	-	20	485	0%	0	May 2014	I
Required	M	IT	WSCC Risk Assessment-Institutional Support	0	20	660	0%	20	15	500	-25%	-5	May 2014	I
Required	M	IT	WSCC Risk Assessment-Office of Research, Planning and Assessment	0	20	680	0%	20	15	515	-25%	-5	May 2014	I
Required	M	IT	WSCC Risk Assessment-College Advancement	0	20	700	0%	20	15	530	-25%	-5	May 2014	I
Required	M	IS	WSCC Risk Assessment-Enterprise-wide	25	25	725	0%	-	15	545	-40%	-10	May 2014	I
Required	M	IS	TCATM Risk Assessment-Enterprise-wide	25	25	750	0%	-	25	570	0%	0	February 2014	C
Required	P	IS	Quality Assessment Review	20	20	770	0%	-	20	590	0%	0	July 2013	C
Required	P	IS	Interim Self-Assessment	10	10	780	0%	-	0	590	-100%	-10	June 2014	S
Required	I	IS	Unscheduled Investigations	0	0	780	0%	-	0	590	0%	0	TBD	S
Required	C	IS	General Consultation (FN 1)	142	142	922	0%	-	160	750	13%	18	June 2014	I
Required	R	FM	NACHA Compliance Audit	60	60	982	0%	-	75	825	25%	15	November 2013	C
Required	R	IT	IT Governance Review	60	65	1047	8%	5	50	875	-23%	-15	May 2014	I
1T	A	PP	Emergency Systems & Procedures	75	75	1122	0%	-	0	875	-100%	-75	June 2014	S
1T	A	FM	PCI-DSS	100	100	1222	0%	-	40	915	-60%	-60	June 2014	S
2	A	FM	Contracts	100	0	1222	-100%	(100)	0	915	0%	0	July 2014	S

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

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:

FN 1 - General Consultation increased due to, but not limited to, reviewing numerous documents related to an upcoming SACS review, various meetings regarding U.S. Department of Education's off-site Program Review of Title IV funding for WSCC's Basic Law Enforcement Officer Program.

FN 2 - The audit of NeSCC President's Expenses was the first such audit performed by me and, as a result, involved a much greater learning curve than originally anticipated (e.g. set up and access to NeSCC's Virtual Private Network, learning and performing numerous Banner queries, reconciling NeSCC's fourth-quarter report submitted to TBR with general ledger accounts, identifying and resolving discrepancies, etc.)

Tennessee Board of Regents - System Office
Internal Audit Plan
Fiscal Year Ended June 30, 2014
Revised April 2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget		Actual Hours	Cumulative Actual Hours	Actual Vs. Budget		Estimated/Actual Completion Date	Current Status
							Percentage	Hours			Percentage	Hours		
Required by State Law	R	FM	President's Expenses (DSCC)	100	100	100	0%	-	94.5	94.5	-6%	-5.5	November 2013	C
Required by TBR	R	FM	Cash Counts	5	5	105	0%	-	1	94.5	-80%	-4	July 5, 2013	C
Required by TBR	F	PP	State Audit Follow-Up - Energy	25	15	120	-67%	(10)	13	108.5	-13%	-2	July 10, 2013	C
Required by TBR	F	FM	Internal Audit Follow up Travel Expenses	50	50	170	0%	-	52.5	161	5%	2.5	Fn 1	S
Required by State Law	M	IS	Management's Risk Assessment	50	50	220	0%	-	0	161	-100%	-50	May 2014	S
Required by TBR	P	IS	Quality/Assessment Review Fn 2	200	260	480	23%	60	264.5	425.5	2%	4.5	June 2014	I
Required by TBR	C	FM	Tennessee Foreign Language Institute	150	175	655	14%	25	176	601.5	1%	1	May 2014	I
Required by TBR	F	AX	Follow up to Procurement Card Review	25	10	665	-150%	(15)	0	601.5	-100%	-10	June 2014	S
	C	IS	General Consultation	100	100	765	0%	-	64	665.5	-36%	-36	On-going	-
	R	SS	DSCC CCTA phase 1 Fn 4	150	150	915	0%	-	72	737.5	-52%	-78	February 18, 2014	C
	R	SS	STCC CCTA phase 1 Fn 4	150	150	1065	0%	-	86.5	824	-42%	-63.5	February 27, 2014	C
	S	FM	APSU DSA Follow up Fn 5	0	50	1115	100%	50	53.5	877.5	7%	3.5	March 24, 2014	C
	R	SS	DSCC CCTA phase 2 Fn 3	0	150	1265	100%	150	0	877.5	-100%	-150	July 2014	S
	R	SS	STCC CCTA phase 2 Fn 3	0	150	1415	100%	150	19	896.5	-87%	-131	July 2014	I

Estimate-Hours Available For Audits = 1245 (2 audit staff)
T—Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status:
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed

Footnotes:
Fn 1 - This follow-up review did not result in a written report.
Fn 2 - The original budget was estimated prior to the completion of the QAR. The results of the QAR require more time to address than was initially anticipated.
Fn 3 - These were erroneously not included on previous audit plans for FY2014.
Fn 4 - This audit was completed in less time than expected.
Fn 5 - This audit was requested by management in March 2014.

System-wide Internal Audit
Information Systems Audit Plan
Fiscal Year Ended June 30, 2014
Revised 4/30/2014

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Required by State Audit	M	IT	Participation in IT's Risk Assessment Process	24	24	24	0%	0	28	28	117%	4	N/A	C
Required by TBR	F	IT	Follow-up on IT Audit Issues	16	16	40	0%	0	0	28	0%	-16	June 2014	I
IT Request	C	IT	IT Request for Participation in Banner XE Upgrade & Data Warehouse Projects + OIR Migration **(1)**	96	80	120	17%	-16	72	100	90%	-8	June 2014	I
Special Mgmt. Request	S	IS	CCTA Process Audit **(2)**	0	40	160	-100%	40	54	154	135%	14	March 2014	I
Annual	C	IT	IT Consulting **(1)**	80	96	256	-20%	16	90	244	94%	-6	Ongoing	I
Universities for General Controls Reviews														
1	A	IT	General Controls Review - TSU	160	160	416	0%	0	24	268	15%	-136	June 2014	I
2	A	IT	General Controls Review - APSU	160	160	576	0%	0	123	391	77%	-37	May 2014	I
Community Colleges for General Controls Reviews														
1	A	IT	General Controls Review - STCC **(3)**	160	0	576	100%	-160	0	391	100%	0	N/A	R
3T	A	IT	General Controls Review - CISCC **(3)**	0	160	736	-100%	160	156	547	98%	-4	January 2014	I
2T	A	IT	General Controls Review - PSCC	160	160	896	0%	0	180	727	113%	20	October 2013	I
2T	A	IT	General Controls Review - JSCC	160	160	1056	0%	0	188	915	118%	28	November 2013	I
3T	A	IT	General Controls Review - RSCC	160	160	1216	0%	0	148	1063	93%	-12	March 2014	I
Risk-based Audits														
1	C	IT	Operations: Business Continuity Planning / IT Disaster Recovery	80	80	1296	0%	0	23	1086	29%	-57	June 2014	I
3T	A	IT	Data Security: Logical System Access **(2)**	80	40	1336	50%	-40	16	1102	40%	-24	June 2014	S
3T	A	IT	Application: BANNER - performed in unison with Banner upgrade above **(1)**	0	0	1336	0%	0	0	1102	100%	0	N/A	R
5	A	IT	General Controls Review - TBR	180	180	1516	0%	0	220	1322	122%	40	September 2013	I

Estimate-Hours Available For Audits = 1516 (1 auditor).
T--Tie

Audit Types:	Functional Areas:	Status
R - Required	AD - Advancement	C - Completed
A - Risk-Based (Assessed)	AT - Athletics	I - In Progress
S - Special Request	AX - Auxiliary	S - Scheduled, not Started
I - Investigation	FM - Financial Management	R - Removed
P - Project (Ongoing or Recurring)	IA - Instruction & Academic Support	
M - Management's Risk Assessment	IS - Institutional Support	
C - Consultation	IT - Information Technology	
F - Follow-up Review	PP - Physical Plant	
	RS - Research	
	SS - Student Services	

Footnotes:
(1) A combination of IT request for project participation. 16 hours were removed from this item and given to IT General consulting for re-classification of project definition.
(2) CCTA Project added to schedule. Hours for project taken from Logical Access Security Project, below.
(3) STCC project replaced by CISCC due to leadership changes at CISCC.

				TCAT										
				Internal Audit Plan										
				Fiscal Year Ended June 30, 2014										
				3rd Quarter- Feb - Apr										

Current Rank	Type	Area	Audit	Previously Reported Budget Hours	Current Budget Hours	Cumulative Budget Hours	Change in Budget Percentage	Change in Budget Hours	Actual Hours	Cumulative Actual Hours	Actual Vs. Budget Percentage	Actual Vs. Budget Hours	Estimated/Actual Completion Date	Current Status
Carryforward	A	FM	Morristown (2012-2013)	50.0	50.0	50.0	0%	-	17.5	17.5	-65%	(32.5)	June 2014	I
Carryforward	A	FM	Chattanooga (2011)	200.0	25.0	75.0	-88%	(175.0)	29.0	46.5	16%	4.0	November 11, 2013	C
Carryforward	A	FM	Pulaski	200.0	10.0	85.0	-95%	(190.0)	-	46.5	-100%	(10.0)	July 23, 2013	C
Carryforward	P	SS	Federal Financial Aid Updates (1)	100.0	25.0	110.0	-75%	(75.0)	25.0	71.5	0%	-	September 2013	C
			Focused Reviews (System-wide) (2)											
2	A	FM	Elizabethton (3)	37.5	60.0	60.0	60%	22.5	-	-	-100%	(60.0)	July 2014	S
3	A	FM	Knoxville	37.5	37.5	97.5	0%	-	-	-	-100%	(37.5)	June 2014	S
4T	A	FM	Crossville	37.5	37.5	135.0	0%	-	36.0	36.0	-4%	(1.5)	January 17, 2014	C
4T	A	FM	Hohenwald	22.5	37.5	172.5	67%	15.0	47.0	83.0	25%	9.5	November 26, 2013	C
5T	A	FM	Newbern	37.5	37.5	210.0	0%	-	54.0	137.0	44%	16.5	November 11, 2013	C
5T	A	FM	Jackson	37.5	37.5	247.5	0%	-	35.0	172.0	-7%	(2.5)	June 2014	I
5T	A	FM	McKenzie	22.5	37.5	285.0	67%	15.0	15.0	187.0	-60%	(22.5)	May 2014	I
6T	A	FM	Pulaski	37.5	37.5	322.5	0%	-	40.0	227.0	7%	2.5	June 2014	I
6T	A	FM	Shelbyville	37.5	37.5	360.0	0%	-	31.5	258.5	-16%	(6.0)	February 27, 2014	C
6T	A	FM	McMinnville	50.0	37.5	397.5	-25%	(12.5)	53.5	312.0	43%	16.0	May 2014	I
7T	A	FM	Ripley (3)	37.5	37.5	435.0	0%	-	0.5	312.5	-99%	(37.0)	July 2014	S
7T	A	FM	Murfreesboro	50.0	37.5	472.5	-25%	(12.5)	26.5	339.0	-29%	(11.0)	May 2014	I
8	A	FM	Oneida	37.5	37.5	510.0	0%	-	36.0	375.0	-4%	(1.5)	February 27, 2014	C
9T	A	FM	Hartsville	37.5	37.5	547.5	0%	-	-	375.0	-100%	(37.5)	June 2014	S
9T	A	FM	Nashville	75.0	37.5	585.0	-50%	(37.5)	23.0	398.0	-39%	(14.5)	June 2014	I
10T	A	FM	Memphis	50.0	37.5	622.5	-25%	(12.5)	41.5	439.5	11%	4.0	June 2014	I
10T	A	FM	Athens	37.5	37.5	660.0	0%	-	-	439.5	-100%	(37.5)	June 2014	S
10T	A	FM	Livingston	37.5	37.5	697.5	0%	-	46.0	485.5	23%	8.5	April 14, 2014	C
10T	A	FM	Dickson	37.5	37.5	735.0	0%	-	42.5	528.0	13%	5.0	May 2014	I
11	A	FM	Harriman	37.5	37.5	772.5	0%	-	60.0	588.0	60%	22.5	April 15, 2014	C
12T	A	FM	Jacksboro	37.5	37.5	810.0	0%	-	45.5	633.5	21%	8.0	June 2014	I
12T	A	FM	Paris	37.5	37.5	847.5	0%	-	17.0	650.5	-55%	(20.5)	June 2014	I
13T	A	FM	Covington	37.5	37.5	885.0	0%	-	58.0	708.5	55%	20.5	November 26, 2013	C
14T	A	FM	Crump	37.5	37.5	922.5	0%	-	28.5	737.0	-24%	(9.0)	June 2014	I
14T	A	FM	Whiteville	37.5	37.5	997.5	0%	-	45.0	782.0	20%	7.5	April 21, 2014	C
1	A	FM	Morristown (4)	37.5	1.0	998.5	-97%	(36.5)	-	782.0	-100%	(1.0)	NA	R
13T	A	FM	Chattanooga (5)	37.5	1.0	999.5	-97%	(36.5)	-	782.0	-100%	(1.0)	NA	R

Estimate-Hours Available For Audits = 1485 (1 audit staff)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed
W- Waiting for Operational to schedule

(1) This project was delayed due to financial aid issues at a TTC and implementation of a new financial aid payment process.
(2) This focused review will include the problem areas identified during prior periods operational audits: Financial Aid, AR, Cash Receipts and Livework.
(3) These audits were scheduled for later in the year due to extenuating circumstances, a request from the Director or schedule conflict.
(4) The prior audit was conducted later in the prior period and it was determined that an audit during the current cycle was not necessary.
 (5) This school is highly integrated within the lead institution, which is audited by the Comptroller's Office. It was removed from the schedule near year-end since there was no audit need identified.

				Previously Reported	Current Budget	Cumulative Budget	Change in Budget		Actual	Cumulative	Actual Vs. Budget		Estimated/Actual	Current
Current Rank	**Type**	**Area**	**Investigation**	**Budget**	**Hours**	**Hours**	**Percentage**	**Hours**	**Hours**	**Actual Hours**	**Percentage**	**Hours**	**Completion Date**	**Status**
Investigation	P	N/A	INVESTIGATION MANAGEMENT	180	250.0	250	-28%	70	245.5	246	-2%	-5	6/30/2014	I
Investigation	C	N/A	CONSULTATION/EVALUATION	40	125.0	375	-68%	85	105.5	351	-16%	-20	6/30/2014	I
Investigation	I	FM	TBR 08-06	25	5.0	380	400%	-20	0	351	-100%	-5	8/30/2013	C
Investigation	I	FM	TBR 09-04	20	5.0	385	300%	-15	0	351	-100%	-5	3/31/2014	C
Investigation	I	FM	TBR 10-07	15	5.0	390	200%	-10	0	351	-100%	-5	8/30/2013	C
Investigation	I	FM	TBR 10-08	40	10.0	400	300%	-30	0	351	-100%	-10	6/30/2014	I
Investigation	I	FM	TBR 10-09	15	5.0	405	200%	-10	0	351	-100%	-5	3/31/2014	C
Investigation	I	FM	TBR 12-02	15	10.0	415	50%	-5	0	351	-100%	-10	6/30/2014	I
Investigation	I	FM	TBR 12-04	40	10.0	425	300%	-30	0	351	-100%	-10	6/30/2014	I
Investigation	I	FM	TBR 12-05	20	5.0	430	300%	-15	0	351	-100%	-5	8/26/2013	C
Investigation	I	FM	TBR 13-01	0	0.0	375	-	0	44	395			6/30/2014	I
Investigation	I	FM	TBR 13-02	0	0.0	375	-	0	0	395			6/30/2014	I
Investigation	I	FM	TBR 13-03	0	10.0	385	-100%	10	3	398	-70%	-7	6/30/2014	I
Investigation	F	FM	TBR 13-04 FOLLOW-UP	150	158.0	543	-5%	8	158	556	0%	0	6/30/2014	I
Investigation	I	FM	TBR 13-05	0	0.0	543	-	0	50	606			8/16/2014	C
Investigation	I	FM	TBR 13-06	0	30.0	573	-100%	30	30	636	0%	0	4/21/2014	C
Investigation	I	FM	TBR 13-08	40	60.0	633	-33%	20	20	656	-67%	-40	6/30/2014	I
Investigation	I	FM	TBR 14-01	150	160.0	793	-6%	10	160	816	0%	0	4/30/2014	C
Investigation	I	FM	TBR 14-02	40	20.0	813	100%	-20	9.5	826	-53%	-11	5/31/2014	I
Investigation	I	FM	TBR 14-03	0	40.0	853	-100%	40	35	861	-13%	-5	5/31/2014	I
Investigation	I	FM	TBR 14-04	40	40.0	893	0%	0	4	865	-90%	-36	6/30/2014	I
Investigation	I	FM	TBR 14-05	0	28.5	922	-100%	29	28.5	893	0%	0	4/21/2014	C
Investigation	I	FM	TBR 14-06	60	120.0	1042	-50%	60	100	993	-17%	-20	6/30/2014	I
Investigation	I	FM	TBR 14-07	40	28.5	1070	40%	-11.5	28.5	1022	0%	0	4/21/2014	C
Investigation	I	FM	TBR 14-08	60	60.0	1130	0%	0	45.5	1067	-24%	-15	6/30/2014	I
Investigation	I	FM	TBR 14-12	40	25.0	1155	60%	-15	12	1079	-52%	-13	6/30/2014	I
Investigation	I	FM	TBR 14-15	0	0.0	1155	-	0	25	1104			TBD	I
			Unscheduled Investigations	192.5	12.5	13		-180						
			Total	1222.5	1222.5				1104.0					

TBR SWIA
Investigation Plan
Fiscal Year Ended June 30, 2014
Revised as of April 30, 2014

Estimate-Hours Available For Investigations = 1222.5 (1 investigator)
T--Tie

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Status
C - Completed
I - In Progress
S - Scheduled, not Started
R - Removed/Referred

Attachment D

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

<table>
<tr><td colspan="6" align="center">**Austin Peay State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015**</td></tr>
<tr><td>**Rank**</td><td>**Type**</td><td>**Area**</td><td>**Audit**</td><td>**Budget**</td><td>**Estimated Completion Date**</td></tr>
<tr><td>Required by Athletic Affiliate</td><td>R</td><td>AT</td><td>OVC Spec Asst/Stud Ath Opp Fund</td><td>125</td><td>August 2014</td></tr>
<tr><td>Required by State Audit</td><td>F</td><td>FM</td><td>State Audit Follow-Up</td><td>100</td><td>March 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>SS</td><td>Risk Assessment-Institutional Support</td><td>75</td><td>May 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>FM</td><td>Risk Assessment-Ancillary and Auxilliary</td><td>75</td><td>May 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IA</td><td>Risk Assessment-Instr & Acad Support</td><td>75</td><td>May 2015</td></tr>
<tr><td>Required by IIA</td><td>R</td><td>IS</td><td>Quality Assessment Review</td><td>25</td><td>January 2015</td></tr>
<tr><td>Required by TBR</td><td>R</td><td>SS</td><td>CCTA Funding Formula-Completion</td><td>250</td><td>August 2014</td></tr>
<tr><td>Required by TBR</td><td>R</td><td>SS</td><td>CCTA Funding Formula-Transfers & Other</td><td>150</td><td>December 2014</td></tr>
<tr><td>Brought forward</td><td>S</td><td>SS</td><td>Higher Education Act Compliance</td><td>250</td><td>February 2015</td></tr>
<tr><td>Special Request</td><td>S</td><td>IA</td><td>Study Abroad Programs</td><td>250</td><td>November 2014</td></tr>
<tr><td>Investigation</td><td>I</td><td>IS</td><td>Unscheduled Investigations</td><td>150</td><td>TBD</td></tr>
<tr><td>Consulting</td><td>C</td><td>FM</td><td>UBIT and Sales Tax reporting</td><td>200</td><td>October 2014</td></tr>
<tr><td>Consulting</td><td>C</td><td>IS</td><td>General Consultation</td><td>200</td><td>June 2015</td></tr>
<tr><td>Ongoing</td><td>P</td><td>FM</td><td>Procurement Card-Review</td><td>150</td><td>Ongoing</td></tr>
<tr><td>Ongoing</td><td>P</td><td>FM</td><td>Travel Claim Review-Ongoing</td><td>300</td><td>Ongoing</td></tr>
<tr><td>1</td><td>A</td><td>PP</td><td>Emergency Preparedness</td><td>150</td><td>September 2014</td></tr>
<tr><td></td><td></td><td></td><td>Total</td><td>2525</td><td></td></tr>
</table>

Estimate-Hours Available For Audits = 2335 (2 audit staff)

T--Tie

TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the university includes an additional 34 programs, departments, or units that are not planned for audit during the fiscal year.

			East Tennessee State University Internal Audit Plan Fiscal Year Ended June 30, 2015		
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by TBR	R	SS	CCTA Funding Formula-Completion (2013 Data)	100	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	December 2014
Required by State Audit	R	FM	Cash Counts/Inventories	40	June 2015
Required by CPB	R	FM	WETS-FM	250	December 2014
Required by Bank	R	IT	NACHA Web Transactions Data Security	125	May 2015
	F	FM	State Audit Follow-Up	20	April 2015
	F	IS	Internal Audit Follow-Ups (FN 1)	425	Various
	M	FM	Risk Assessments	40	May 2015
Brought forward	I	IA	Investigation 14-02	50	July 2014
Brought forward	I	IA	Investigation 14-04	50	July 2014
Brought forward	I	AT	Investigation 14-05	150	August 2014
	I	IS	Unscheduled Investigations	100	Various
	C	IS	General Consultation	75	Ongoing
	C	IT	IT Consulting	75	Ongoing
	P	IT	PCI Compliance Scans	250	Ongoing
Special request	S	SS	Student/University Health Billing Practices	250	October 2014
Brought forward	A	FM	Travel	250	December 2014
1T	A	AD	Professional Development	200	May 2015
1T	A	FM	Technology Access Fee	200	January 2015
1T (IT)	A	IT	Backup & Recovery of OIT Processes & Data	200	December 2014
1T (IT)	A	IT	Incident Readiness & Response	200	February 2015
2	A	AT	NCAA Compliance	300	April 2015
2 (IT)	A	IT	Web Application Security	150	January 2015
3	A	FM	Contracts & Agreements	250	June 2015
3 (IT)	A	IT	OIT Policies & Procedures Review	175	September 2014
4T	A	SS	Financial Aid Administration	300	After June 2015
4T	A	PP	Physical Plant	300	After June 2015
4T	A	FM	Cash Receipts/Bursar	250	After June 2015
			Total	4975	

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

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the university includes an additional 81 programs, departments, or units that are not planned for audit during the fiscal year.

FN 1 - Follow Ups include Advancement Services/BASA, Procards, Railroad Museum, CUAI, CCTA Progression, Biomedical Sciences, and the Natural History Museum.

Middle Tennessee State University
Internal Audit Plan
Fiscal Year Ended June 30, 2015

Rank	Type	Area	Audit	Estimated Hours	Cumulative Hours	Estimated Completion Date
Requested by Management	R	FM	Cash Counts	50	50	June 2015
Requested by Management	R	FM	Year-End Inventory Observations	200	250	September 2014
Brought Forward/Required by TBR	R	SS	Funding Formula-Transfers & Others	200	450	December 2014
Required by TBR	M	IS	Risk Assessment	50	500	May 2015
	F	FM	State Audit Follow-Up or Assistance	50	550	June 2015
Required by NCAA	R	AT	Football Attendance Fall 2014	250	800	February 2015
Management Request	P	FM	Special Reviews (Cash Shortage Reviews)	50	850	June 2015
Consulting	C	FM	Assisting with President's Expense Audit	50	900	June 2015
Consulting	C	IS	General Consultation	150	1050	June 2015
Follow-up	F	IS	Follow-up of Prior Recommendations	100	1150	June 2015
Brought forward	I	SS	Investigation 14-02	150	1300	August 2014
Special Request	I	IS	Unscheduled Investigations	500	1800	TBD
1	A	FM	Rental Property Management	250	2050	December 2014
2	A	FM	Food Service Commissions	250	2300	December 2014
3T	A	AT	Athletic Concessions Revenue	250	2550	January 2015
3T	A	FM	Blue Print Solutions	200	2750	January 2015
4T	A	RS	Research Sponsored Programs	250	3000	March 2015
4T	A	AT	Athletic Camps and Clinics	250	3250	March 2015
5T	A	AD	Foundation	250	3500	May 2015
5T	A	AD	Development	250	3750	May 2015
6T	A	AT	Athletics (Eligibility)	220	3970	June 2015

Estimated Hours Available For Audits = 3,860 which excludes 1,200 contract audit hours. (4 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the university includes an additional 29 programs, departments, or units that are not planned for audit during the fiscal year.

			Tennessee State University **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by Athletic Affiliate	R	AT	NCAA Student Assistance Fund	125	September 2014
Required by State Audit	F	IT	State Audit Follow-Up	175	July 2014
	M	SS	Risk Assessment-Student Services	50	May 2015
	M	PP	Risk Assessment-Physical Plant	50	May 2015
	M	RS	Risk Assessment-Research	50	May 2015
	R	IS	Quality Assessment Review	25	January 2015
Brought forward	I	IS	Investigation 14-1002	100	August 2014
	P	FM	Cash Counts	50	June 2015
	I	FM	Unscheduled Investigations	300	TBD
	C	FM	Consultation-Conflict of Interest	100	June 2015
	C	IA	General Consultation	350	June 2015
Required by TBR	R	SS	CCTA Funding Formula-Completion	225	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	250	December 2014
1	A	IS	Evidence Room	200	October 2014
2	A	IT	Disaster Recovery	225	February 2015
3	A	FM	Payroll	200	April 2015
			Total	2475	

Estimate-Hours Available For Audits = 2490 (2 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the university includes an additional 17 programs, departments, or units that are not planned for audit during the fiscal year.

<table>
<tr><td colspan="7">Tennessee Tech University
Internal Audit Plan
Fiscal Year Ended June 30, 2015</td></tr>
</table>

Rank	Type	Area	Audit	Budget	Estimated Completion Date
Required	R	FM	President's Expenses	200	October 2014
Required	R	SS	CCTA Funding Formula-Completion (2013 Data)	120	July 2014
Required	R	SS	CCTA Funding Formula-Transfers & Other	120	December 2014
Required	F	FM	State Audit Follow-Up	60	March 2015
Required	M	RS	Risk Assessment-Research	25	May 2015
Required	M	SS	Risk Assessment-Student Services	25	May 2015
Required	M	IS	Risk Assessment-Institutional Support	35	May 2015
Required	M	IS	Risk Assessment-Enterprise-wide	35	May 2015
Required	M	AD	Risk Assessment-Advancement	25	May 2015
Required	R	IS	Follow-Up to Internal Audits	50	TBD
Required	I	IS	Unscheduled Investigations	200	TBD
Required	C	IS	General Consultation	50	TBD
In Progress	A	FM	Equipment	150	September 2014
In Progress	A	IT	Payment Card Industry	100	August 2014
Required	R	FM	Inventory Observations	75	August 2014
Required	R	AT	Student Assistance Funds	75	August 2014
Mgmt Req	P	FM	Procard Reviews	350	June 2015
Mgmt Req	P	RS	Sponsored Program Review	180	June 2015
1	A	FM	Accounts Receivable	250	January 2015
2T	A	FM	Receipts	250	April 2015
2T	A	FM	Procard	150	June 2015
			Total	2525	

Estimate-Hours Available For Audits and Reviews = 2490 (1 full-time audit staff and 1 administrative associate)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the university includes an additional 55 programs, departments, or units that are not planned for audit during the fiscal year.

University of Memphis
Internal Audit Plan
Fiscal Year Ended June 30, 2015

Rank	Type	Area	Audit	Budget	Estimated Completion Date
1T	A	AD	Risk Assessment-Review of Internal Controls-Risk Footprints-Advancement	350	December 2014
1T	A	IT	Risk Assessment-Review of Internal Controls-Risk Footprints-Information Technology	350	May 2015
1T	A	RS	Risk Assessment-Review of Internal Controls-Risk Footprints-Research	400	March 2015
2	A	AX	Hotel Conference Center-Management Contract (Holiday Inn & Fogelman)	300	January 2015
3T	A	FM	Data Analytics-Payroll & Accounts Payable (Continuous)	350	June 2015
3T	A	FM	Fixed Assets (Continuous)	330	June 2015
3T	A	FM	Procurement Cards (Continuous)	350	June 2015
4T	A	FM	International Travel	200	February 2014
4T	A	FM	Lambuth Campus	250	April 2015
5	A	IT	Information Technology-Data Security-Mobile Devices (Laptop Encryytion, etc)	300	December 2014
6	A	IT	Information Technology-PCI Compliance (Credit Card Processing)	250	January 2015
7	A	SS	Study Abroad Program & International Area	350	February 2014
8	A	AT	Athletics Ticket Distribution - Compliance with TBR and UOM Polcies	150	June 2015
	C	IS	General Consultation (includes attorney client projects)	200	June 2015
	C	IT	General Consultation - IT	100	June 2015
	F	FM	Follow-up FY14 Audits	100	March 2015
	F	FM	Follow-up State Audit Findings FY13	100	August 2014
	I	IS	Unscheduled Investigations	400	June 2015
	M	FM	Risk Assessment-Financial Management	80	May 2015
	P	FM	W2 Process-Returned Addresses (Mang Request)	80	May 2015
	R	FM	Inventory Observation for State Auditors (Mang Request)	80	June 2015
	R	IT	Information Technology-ACH (Bank Contract)-NACHA	80	May 2015
	R	SS	CCTA Funding Formula-Part 3	150	December 2014
			Total	5,300	

Estimate-Hours Available For Audits = 5,300 (4 audit staff)
T--Tie
TBD-To Be Determined   NOTE: UOM was transitioning to a new President when the plan was prepared - Subject to Revision

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

Note: The audit universe identified for the University of Memphis includes 111 additional programs, departments, or units that are not planned for audit during the fiscal year.

Rank	Type	Area	Audit	Budget	Estimated Completion Date
			Chattanooga State Community College **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Required by TBR	F	FM	State Audit Follow-Up	40	June 2015
Required by TBR	R	SS	CCTA Funding Formula-Completion	40	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014
Required by TBR	M	SS	Risk Assessment-Student Services	40	May 2015
	R	FM	Year End Cash Counts and Inv	30	June 2015
	I	IS	Unscheduled Investigations	80	TBD
	C	IS	General Consultation	50	June 2015
	F	IS	Follow-up Reviews	100	TBD
Management Request	S	IT	NACHA Security Audit	85	March 2015
Management Request	C	IA	Continuing Education Business Processes - Staffing, Fees, Class Development	100	August 2014
Brought forward	A	AT	Athletic Eligibility and Financial Aid	50	August 2014
1	A	IS	Human Resources	150	November 2014
2T	A	FM	Accounts Receivable	120	December 2014
2T	A	FM	Payroll	100	April 2015
3T	A	IS	Post Office	80	October 2014
3T	A	FM	Shipping and Receiving	80	January 2015
4T	A	AT	Athletic Camps and Clinics	80	November 2014
4T	A	FM	Grants	150	June 2015
5T	A	SS	Admissions & Registration	150	February 2015
5T	A	FM	Bank Reconciliations	80	October 2014
5T	A	FM	Maintenance/Tuition and Related Fees	125	May 2015
			Total	1880	

Estimate-Hours Available For Audits = 1880 (1.5 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes an additional 36 programs, departments, or units that are not planned for audit during the fiscal year.

			Cleveland State Community College **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
	F	SS	Audit Follow-Up	30	September 2014
	M	SS	Risk Assessment-Student Services	45	May 2015
	M	IS	TCAT Risk Assessment-Enterprise-wide	30	February 2015
	P	IS	Quality Assessment Review	25	August 2014
	I	IS	Unscheduled Investigations	25	TBD
Special Request	S	SS	Title IV Compliance	200	November 2014
	C	IS	General Consultation	50	June 2015
Required by TBR	R	SS	CCTA Funding Formula-Completion	200	July 2015
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	December 2014
Required by 1st TN Bank	R	IS	Nacha Audit	125	
1T	A	FM	Cash Counts	100	October 2014
1T	A	FM	Maintenance/Tuition and Related Fees	175	September 2014
			Total	1205	

Estimate-Hours Available For Audits = 2720 (2 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes 30 additional programs, departments, or units that are not planned for audit during the fiscal year.

Columbia State Community College Internal Audit Plan Fiscal Year Ended June 30, 2015					
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by Law	R	FM	CoSCC President Expenses FYE 6/30/14	170	October 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014
	M	IS	CoSCC Risk Assessment	40	May 2015
	M	IS	Hohenwald Risk Assessment	30	February 2015
	M	IS	Pulaski Risk Assessment	30	February 2015
	C	IS	General Consultation	180	June 2015
			Total	600	

Estimate-Hours Available For Audits = 600 for required audits or special requests.

Note: MTSU Audit & Consulting Services is on contract for 600 hours of audit services as needed and/or requested.

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

<table>
<thead>
<tr><th colspan="6">Jackson State Community College
Internal Audit Plan
Fiscal Year Ended June 30, 2015</th></tr>
</thead>
<tbody>
<tr><th>Rank</th><th>Type</th><th>Area</th><th>Audit</th><th>Budget</th><th>Estimated Completion Date</th></tr>
<tr><td>Required by TBR</td><td>R</td><td>SS</td><td>CCTA Funding Formula - Completion (2013 Data)</td><td>150</td><td>July 2014</td></tr>
<tr><td>Required by TBR</td><td>R</td><td>SS</td><td>CCTA Funding Formula - Transfers and Other</td><td>150</td><td>December 2014</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>PP</td><td>JSCC Risk Assessment - Physical Plant</td><td>80</td><td>May 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Covington</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Crump</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Jackson</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - McKenzie</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Newbern</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Paris</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Ripley</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by TBR</td><td>M</td><td>IS</td><td>TCAT Risk Assessment - Whiteville</td><td>25</td><td>February 2015</td></tr>
<tr><td>Required by State Audit</td><td>R</td><td>FM</td><td>Year-end Bank Confirmations</td><td>30</td><td>May 2015</td></tr>
<tr><td>Brought forward</td><td>A</td><td>PP</td><td>Emergency Preparedness</td><td>150</td><td>August 2014</td></tr>
<tr><td>Brought forward</td><td>F</td><td>IT</td><td>Follow up Review - IT Goverance</td><td>30</td><td>March 2015</td></tr>
<tr><td>Brought forward</td><td>F</td><td>IT</td><td>Follow up Review - Data Security</td><td>30</td><td>March 2015</td></tr>
<tr><td>Brought forward</td><td>F</td><td>IS</td><td>Follow up Review - Cash Receipting</td><td>30</td><td>March 2015</td></tr>
<tr><td></td><td>C</td><td>IS</td><td>General Consultation</td><td>100</td><td>June 2015</td></tr>
<tr><td>1</td><td>A</td><td>SS</td><td>Financial Aid</td><td>250</td><td>June 2015</td></tr>
<tr><td></td><td></td><td></td><td>Total</td><td>1200</td><td></td></tr>
</tbody>
</table>

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

T--Tie

TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes an additional 37 programs, departments, or units that are not planned for audit during the fiscal year.

Motlow State Community College Internal Audit Plan Fiscal Year Ended June 30, 2015					
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by Law	R	FM	MSCC President Expenses FYE 6/30/14	150	October 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014
	M	IS	MSCC Risk Assessment	40	May 2015
	M	IS	McMinnville Risk Assessment	25	February 2015
	M	IS	Murfreesboro Risk Assessment	25	February 2015
	M	IS	Shelbyville Risk Assessment	25	February 2015
Management Request	S	PP	Timekeeping Review (Facilities Dept.)	100	June 2015
	C	IS	General Consultation	85	June 2015
			Total	600	

Estimate-Hours Available For Audits = 600 for required audits or special requests.

Note: MTSU Audit & Consulting Services is on contract for 600 hours of audit services as needed and/or requested.

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

			Nashville State Community College Internal Audit Plan Fiscal Year Ended June 30, 2015			
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**	
Required by TBR	R	FM	President's Expenses	150	October 2014	
Required by TBR	F	FM	State Audit Follow-Up	100	September 2014	
Required by TBR	R	SS	CCTA Funding Formula-Completion	80	July 2014	
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014	
Required by TBR	R	FM	Year End Work	22.5	June 2015	
Required by TBR	P	IS	Quality Assessment Review - Follow-Up	40	February 2015	
Risk Assessment	M	IS	Risk Assessment-Institutional Support	30	May 2015	
Risk Assessment	M	IS	Risk Assessment-Information Technology	40	May 2015	
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATD	25	February 2015	
Risk Assessment	M	IS	Risk Assessment-Enterprise-wide-TCATN	25	February 2015	
VP Request	A	FM	Cash Counts at TCATs & Satellite Campuses	50	February 2015	
IT	A	FM	Disbursements	175	April 2015	
2T	A	FM	Maintenance/Tuition and Related Fees	150	May 2015	
As Assigned	I	IS	Unscheduled Investigations	100	TBD	
As Assigned	C	IS	General Consultation	75	TBD	
As Assigned	F	IS	Internal Audit Follow-Up	25	June 2015	
			Total	1237.5		

Estimate-Hours Available For Audits = 1237.5 (1 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes an additional 33 programs, departments, or units that are not planned for audit during the fiscal year.

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

Rank	Type	Area	Audit	Budget	Estimated Completion Date
Required by TBR	R	FM	President's Expenses Audit-CISCC	150	October 2014
Required by TBR	R	SS	CCTA Funding Formula-Completion (2013 Data)	50	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	200	December 2014
Required by State Audit	R	FM	State Audit Assistance-Yr End	40	June 2015
	F	FM	State Audit Follow-Up	75	January 2015
	F	IS	Other Internal Audit Follow-Up	75	Various
	M	FM	Risk Assessments - NeSCC	60	May 2015
	M	IS	TCAT Risk Assessment-Enterprise-wide	20	January 2015
Brought forward	S	IA	Theater Services	50	August 2014
Special Request	S	IS	Special Requests and Projects	50	Various
Special Request	C	IS	General Consultation	50	Ongoing
1	A	IS	Human Resources	200	April 2015
2	A	AD	Foundation/Advancement	200	June 2015
			Total	1220	

Estimate-Hours Available For Audits = 1122.5 (1 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes an additional 37 programs, departments, or units that are not planned for audit during the fiscal year.

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

Rank	Type	Area	Audit	Budget	Estimated Completion Date
Required	R	SS	Funding Formula-Completion (2013 Data)	40	July 2014
Required	R	SS	Funding Formula-Transfers & Other	125	December 2014
Required	F	FM	Internal Audit Follow Ups	30	Continuous
Required	M	SS	Risk Assessment-Student Services	30	October 2014
Required	M	IT	Risk Assessment - Information Technology	20	October 2014
Required	M	FM	Risk Assessment-Financial Management	20	May 2015
Required	F	FM	State Audit Follow-Up	40	December 2014
Required	M	IS	TTC Risk Assessment-Enterprise-wide	20	February 2015
Required	R	FM	Chancellor's Expenses	125	October 2014
Presidential Request	S	IA	Faculty Credentials	100	February 2015
Presidential Request	S	FM	First TN - NACHA Audit	100	September 2014
Presidential Request	C	IA	Review of Compliance Assist	20	January 2015
1T	A	FM	Disbursements	175	December 2014
1T	A	AD	Development (Foundation)	150	April 2015
2	A	IS	Financial Aid	200	**(1)**
			Total	1195	

Estimate-Hours Available For Audits = 1162 (1 staff)
T--Tie
TBD-To Be Determined

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

Note: The audit universe identified for the college includes an additional 31 programs, departments, or units that are not planned for audit during the fiscal year.

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

			Roane State Community College **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by TBR	M	SS	RSCC Risk Assessment - Student Services	15.00	May 2015
Required by TBR	M	PP	RSCC Risk Assessment - Facility and Operations/Maintenance	15.00	May 2015
Required by TBR	M	IA	RSCC Risk Assessment - Workforce Development	15.00	May 2015
Required by TBR	M	IS	RSCC Risk Assessment-ERM update	7.50	May 2015
Required by TBR	M	IS	TCAT OniedaRisk Assessment-Enterprise-wide/Control assessment	7.50	February 2015
Required by TBR	M	IS	TCAT Crossville Risk Assessment-Enterprise-wide/Control assessment	7.50	February 2015
Required by TBR	M	IS	TCAT Harriman Risk Assessment-Enterprise-wide/Control assessment	7.50	February 2015
Required by TBR	M	IS	TCAT Jacksboro Risk Assessment-Enterprise-wide/Control assessment	7.50	February 2015
Required by TBR	R	IS	Funding Formula - Other data review	200.00	December 2014
Required by TBR	R	FM	Year End Cash Counts and inventories - 6-30-15	37.50	June 2015
Required by TBR	F	FM	RSCC - Follow up on State Audit findings	*	September 2014
Required by TBR	F	FM	RSCC Foundation - Follow up on State Audit findings	*	September 2014
As needed	I	IS	Unscheduled Investigations	120.00	
As needed	S	IS	Special requests	40.00	
Ongoing projects	P	IS	Projects	40.00	
As needed	C	IS	General consultation	40.00	
1	A	FM	Purchasing(includes contracts)	215.00	October 2014
2	A	FM	RSCC - Technology Access Fee	215.00	January 2015
3	A	SS	Financial Aid	215.00	May 2015
			Total	1,205.00	

Estimate-Hours Available For Audits = 1205 (Audit Director ONLY)
T--Tie
TBD-To Be Determined

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

Note: The audit universe identified for the college includes an additional 39 programs, departments, or units that are not planned for audit during the fiscal year.

* State audit report not completed. Left blank in anticipation of audit findings and related follow-up review.

			Volunteer State Community College **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Rank	**Type**	**Area**	**Audit**	**Budget**	**Estimated Completion Date**
Required by TBR	R	SS	CCTA Funding Formula-Completion (2013 Data)	150	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014
Required by TCA	R	FM	President's Expenses - Southwest Community College	150	October 2014
Required by TBR	M	IS	Risk Assessment - Volunteer State	75	May 2015
Required by TBR	M	IS	TCAT Risk Assessment - Hartsville and Livingston	15	February 2015
Follow-up Review	F	IS	Follow-up Activities	75	June 2015
Investigation	I	IS	Unscheduled Investigations	100	June 2015
Consultation	C	IS	General Consultation	100	June 2015
Project	P	FM	Periodic Procard Review	100	June 2015
Special Request	S	IA	Credentials	150	February 2015
Special Request	S	FM	Cash Counts	15	July 2014
			Total	1080	

Estimate-Hours Available For Audits = 972.5 (1 audit staff)
T--Tie
TBD-To Be Determined

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

Note: The audit universe identified for the college includes an additional 33 programs, departments, or units that are not planned for audit during the fiscal year.

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

Rank	Type	Area	Audit	Budget	Estimated Completion Date
	F	FM	State Audit Follow-Up	30	September 2014
	M	FM	Risk Assessment-Financial Management	20	May 2015
	M	SS	Risk Assessment-Student Affairs	20	May 2015
	M	IA	Risk Assessment-Academic Affairs	20	May 2015
	M	IS	Risk Assessment-Center for Workforce Development	20	May 2015
	M	IS	TCAT Risk Assessment-Enterprise-wide	25	February 2015
	P	IS	Quality Assessment Review	25	August 2014
	I	IS	Unscheduled Investigations	80	TBD
	C	IS	General Consultation	80	June 2015
Required by TBR	R	SS	CCTA Funding Formula-Completion	40	July 2014
Required by TBR	R	SS	CCTA Funding Formula-Transfers & Other	150	December 2014
Required	R	FM	NACHA Compliance Audit	60	November 2014
Required	R	IT	IT Governance Review	65	September 2014
1T	A	IT	Cloud Computing	200	March 2015
Brought forward	A	FM	PCI-DSS	120	July 2014
Brought forward	A	FM	Contracts	120	July 2014
3	A	FM	Accounts Receivable	147	June 2015
			Total	1222	

Estimate-Hours Available For Audits = 1222 (1 audit staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

Note: The audit universe identified for the college includes an additional 47 programs, departments, or units that are not planned for audit during the fiscal year.

Rank	Type	Area	Audit	Budget	Estimated Completion Date
			Tennessee Board of Regents - System Office **Internal Audit Plan** **Fiscal Year Ended June 30, 2015**		
Required	R	FM	President's Expenses (TSU)	150	October 24, 2014
Required	R	SS	DSCC-CCTA Funding Formula-Completion (2013 Data)	105	July 25, 2014
Required	R	SS	STCC-CCTA Funding Formula-Completion (2013 Data)	65	July 25, 2014
Required	R	SS	DSCC-CCTA Funding Formula-Transfers & Other	150	December 15, 2014
Required	R	SS	STCC-CCTA Funding Formula-Transfers & Other	150	December 15, 2014
Required	F	IA	State Audit Performance Follow-Up	40	July 15, 2014
Required	F	FM	State Audit Follow up FY2012 and FY2013	40	January 2015
Required	F	SS	Follow up (Fn 1)	160	Various
Required	M	SS	Risk Assessment-System Office	10	May 2015
	C	IS	General Consultation	75	Ongoing
1T	A	PP	Facilities	150	June 2015
			Total	1095	

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

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

FN 1- The follow ups to be completed in FY 2015 are related to CCTA Completion, CCTA Progression, TFLI, and Travel Claims.

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

Tennessee Board of Regents
Information Systems Internal Audit Plan
Fiscal Year Ended June 30, 2015

Rank	Type	Area	Audit	Budget	Estimated Completion Date
Brought forward	A	IT	Logical Access Security	72	July 2014
Brought forward	A	IT	GCR reviews-completion of FY 2014 reviews	120	September 2014
	C	IT	General Consultation	64	Ongoing
	F	IT	Follow-up on prior IT Audit recommendations	24	June 2015
	M	IT	IT Risk Assessment TBR	4	July 2014
General Control Reviews (1):					
	A	IT	RODP	100	January 2015
	A	IT	MTSU	150	November 2014
	A	IT	TTU	150	April 2015
	A	IT	CoSCC	150	August 2014
	A	IT	DSCC	150	March 2015
	A	IT	STCC	150	October 2014
	A	IT	WSCC	150	May 2015
IT / Business Projects:					
Brought forward	C	IT	Banner system "XE" up-grade and ODS data warehouse implementation	60	Ongoing
	C	IS	Business Continuity Planning / IT Disaster Recovery	48	Ongoing
Special Request from CIO	S	IT	Social engineering program	32	February 2015
	C	IS	Business Process Management (IT impact)	24	Ongoing
Special Request from CIO	S	IS	Information Dissemination Standards	80	September 2014
			Total	1528	

Estimate-Hours Available For Audits = 1521
T--Tie
TBD-To Be Determined

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

Note: The audit universe identified for the system office includes an additional 15 programs, departments, or units that are not planned for audit during the fiscal year.
(1) Year two of a 3 year plan to execute a General Controls review at TBR, RODP, and each of the 19 universities and community colleges.

Tennessee Colleges of Applied Technology
Internal Audit Plan
Fiscal Year Ended June 30, 2015

Rank	Type	Area	Audit	Budget	Estimated Completion Date
Brought forward	F	FM	Morristown	25	August 2014
			Focused Review (System-Wide)		
Brought forward	A	FM	Elizabethton	25	July 2014
Brought forward	A	FM	Ripley	50	July 2014
			Focused Reviews (FN1)		
1	A	FM	Morristown	52.5	September 2014
2	A	FM	Ripley	45	September 2014
3	A	FM	Memphis	52.5	October 2015
4	A	FM	Livingston	37.5	October 2015
5	A	FM	Nashville	52.5	November 2014
6	A	FM	Harriman	37.5	November 2014
7	A	FM	Pulaski	37.5	November 2014
8	A	FM	Paris	37.5	December 2014
9T	A	FM	Jackson	52.5	December 2014
9T	A	FM	Crump	37.5	December 2014
10	A	FM	Knoxville	52.5	January 2015
11	A	FM	Oneida	37.5	January 2015
12	A	FM	Murfreesboro	52.5	January 2015
13	A	FM	Elizabethton	52.5	February 2015
14	A	FM	Covington	37.5	February 2015
15T	A	FM	McMinnville	37.5	February 2015
15T	A	FM	Dickson	52.5	March 2015
16T	A	FM	McKenzie	37.5	March 2015
16T	A	FM	Hartsville	37.5	March 2015
16T	A	FM	Shelbyville	37.5	April 2015
17	A	FM	Newbern	37.5	April 2015
18	A	FM	Crossville	37.5	April 2015
19	A	FM	Hohenwald	37.5	May 2015
20T	A	FM	Athens	37.5	May 2015
20T	A	FM	Whiteville	37.5	June 2015
21	A	FM	Jacksboro	37.5	June 2015
22	A	FM	Chattanooga	30	June 2015
	A	FM	TCAT Administration Audit Request	100	June 2015
	C	FM	TCAT Consultation	50	June 2015
			Total	1382.5	

Estimate-Hours Available For Audits = 1430 (1 audit staff)
T--Tie

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

FN1: The focused reviews conducted in FY2015 will include Directors expenses, TAF and Equipment. Audit hours include follow up of previous audit findings and observations.

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			TBR SWIA **Investigation Plan** **Fiscal Year Ended June 30, 2015**		
Rank	**Type**	**Area**	**Investigation**	**Budget**	**Estimated Completion Date**
Investigation	P	IS	INVESTIGATION MANAGEMENT	160	June 2015
Investigation	C	IS	CONSULTATION/EVALUATION	160	June 2015
Investigation (1)	I	SS	TBR 13-08 (MSCC/STCC)	60	TBD
Investigation (1)	I	IA	TBR 14-04 (TCAT Whiteville)	20	TBD
Investigation (1)	I	FM	TBR 14-08 (TCAT Elizabethton)	20	TBD
Investigation (1)	I	FM	TBR 14-12 (TCAT Elizabethton)	20	TBD
Investigation (1)	I	FM	TBR 14-15 (TSU)	40	TBD
Investigation (1)	I	FM	TBR 14-19 (ChSCC)	40	TBD
	I	FM	Unscheduled Investigations	720	TBD
			Total	1240	

Estimate-Hours Available For Investigations = 1240 (1 staff)
T--Tie
TBD-To Be Determined

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

Functional Areas:
AD - Advancement
AT - Athletics
AX - Auxiliary
FM - Financial Management
IA - Instruction & Academic Support
IS - Institutional Support
IT - Information Technology
PP - Physical Plant
RS - Research
SS - Student Services

(1) Brought forward from prior year.

TENNESSEE BOARD OF REGENTS

MEETING:	Quarterly Board Meeting
SUBJECT:	Report of the Regents Award for Excellence in Philanthropy
DATE:	June 20, 2014
PRESENTER:	Regent Greg Duckett
ACTION REQUIRED:	None - Information Purposes Only
STAFF RECOMMENDATION:	Not Applicable

Mr. William Swain accepted the prestigious Regents Award for Excellence in Philanthropy on behalf of Roane State Community College, March 20, 2014. In the photo below from left to right are: Paul Phillips, Sharon Baird, Renee Culvershouse, William Swain, Regent Danni Varlan, President Chris Whaley and President Phil Oldham.

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

REPORT OF THE
COMMITTEE ON FINANCE AND BUSINESS OPERATIONS

JUNE 20, 2014

The Committee on Finance and Business Operations met in regular session on June 19, 2014, on the campus of Tennessee State University.

The first item of business was review of the consent agenda. The items on the consent agenda included 1) review of the reports from the special called meetings of the Committee on April 17 and May 8, 2014, 2) recommended revisions to Policy 4:01:04:00 – Solicitation and Acceptance of Gifts and 3) recommended revisions to Policy 4:03:03:00 – General Travel. A motion was made by Regent Thomas and seconded by Regent Griscom to approve the consent agenda items. The consent agenda items were approved as presented and are included as attachments to the official Board minutes.

The next item on the agenda was consideration of proposed maintenance fee and tuition rates which would become effective Fall 2014. Regent Farris stated that student fees have been raised 35% to 40% over the past five years. He believes that institutions need to focus

on operational efficiency as an alternative to future fee increases. His prepared comments are attached to the official Board minutes. After much discussion, a motion was made by Regent Freeman and seconded by Regent Griscom to approve the proposed rates. The motion passed with dissenting votes cast by Regent Farris and Regent Roddy. A copy of the approved maintenance fee and tuition rates is attached to the official Board minutes.

The next item on the agenda was the community college pricing flexibility proposal. This proposal will delegate to the Chancellor the authority to approve reduced pricing for specific course offerings by community colleges at out of state locations. The flexible pricing proposal will sunset in 2017. Regent Griscom requested an impact report of each proposal approved by the Chancellor. A motion was made by Regent Thomas and seconded by Regent Freeman to approve this proposal.

The final item on the agenda was review of the estimated 2013-2014 and the proposed 2014-2015 operating budgets for the System. A motion was made by Regent Thomas and seconded by Regent Griscom

to approve the 2013-2014 and 2014-2015 budgets. The Committee unanimously approved the budgets which total $2.91 billion and $2.82 billion respectively. A copy of the System budget for 2014-2015 is attached to the official Board minutes.

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

Respectfully submitted

COMMITTEE ON FINANCE
AND BUSINESS OPERATIONS

_____
John Farris, Chair

REPORT OF THE
COMMITTEE ON PERSONNEL AND COMPENSATION

June 20, 2014

The Committee on Personnel and Compensation met at Tennessee State University on June 19, 2014.

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

(a) Approval of President Emeritus Contracts for 2014-15;

(b) Academic Tenure for Universities - Policy 5:02:03:60;

(c) Definition of Faculty - Policy 5:02:01:00;

(d) Faculty Appointments at Universities - Policy 5:02:07:10;

(e) Faculty Promotion at Universities - Policy 5:02:02:20;

(f) Faculty Appointments at Community Colleges - Policy 5:02:07:00;

(g) Days of Administrative Closing - Policy 5:01:01:11;

(h) Tenure and Promotion Recommendations at the Universities and Community Colleges - A total of 187 faculty members were recommended for tenure. Of that number, 130 (70%)

are university faculty and 57 (30%) are community college faculty. A total of 354 faculty members were recommended for promotion. Of that number 197 (56%) are university faculty and 157 (44%) are community college faculty; and

(i)   Tenure and Promotion Recommendations at the Tennessee Colleges of Applied Technology – A total of 7 were recommended for tenure which represents 1% of the TCAT instructional staff. A total of 30 faculty members were recommended for promotion representing 5.9% of the TCAT instructional staff.

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

As the second item on the agenda, the Committee considered for approval the institutional requests for new or amended compensation plans submitted by Austin Peay State University, Dyersburg State Community College, East Tennessee State University, Pellissippi State

Community College, Roane State Community College, and the Tennessee Colleges of Applied Technology.

Regent Stites made a motion to approve the pay plans. Regent Kisper provided a second. A roll call vote was taken and the motion passed.

As the third and final item on the agenda, the Committee considered for approval the faculty promotional increases at the universities, community colleges and Tennessee colleges of applied technology. A total of 384 faculty promotions were recommended system wide. All promotion increases are in accordance with each institution's compensation plan and all recommendations are eligible for promotion.

Regent Smith made a motion to accept the faculty promotional increases as presented. Regent Marcum provided a second. A roll call vote was taken and the motion passed.

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

Respectfully submitted,

Committee on Personnel and Compensation

_____
Regent Howard Roddy, Chair

REPORT OF THE
AD HOC COMMITTEE ON COMMITTEES
MEETING

June 3, 2014

The Ad Hoc Committee on Committees met on June 3, 2014, at the Tennessee Board of Regents System office in Nashville, Tennessee.

In Chair Reynolds opening remarks, she stated that since the March 11th meeting, chairs of the standing committees met with TBR staff to conduct a review of their respective charters and bring forth any suggested changes or additions.

The first item on the agenda was a review of TCA §49-8-203 Powers and Duties of the Board along with TBR Policy 1:02:01:00 – Purpose of the Board and TBR Policy 1:02:02:00 – Duties of the Board.

Secondly, the Committee discussed the Bylaws and standing committee charters. The Committee discussed Bylaws section VII.F – Committees of the Board – "a majority of the members of a committee shall constitute a quorum for the transaction of business." A motion was made and seconded to have the Bylaws revised to allow a committee to

meet in order to receive information without the establishment of a quorum and if action is to be taken by the committee, a quorum must be present. The motion passed. Mary Moody, General Counsel and Board Secretary, was asked to draft revisions for the Board to consider at its next quarterly meeting and then vote on the revisions at the September 2014 meeting. Administrative changes to the Bylaws regarding the name of the Tennessee Colleges of Applied Technology will also be reflected in the revision.

Next, the chairs of the committees were asked to report on their discussions with staff concerning their respective charters. Regent Thomas reported that there were no suggested changes recommended for the Committee on Academic Policies and Programs and Student Life. Vice Chancellor Sims reported on the recent discussion with Regent Farris, Chair of the Finance and Business Operations Committee. He reported that one of the suggestions made during their discussion was to roll the responsibilities of the Ad Hoc Committee on Capital Outlay and Capital Maintenance in with the Committee on Finance and Business Operations, or make the ad hoc committee a standalone committee. It was

the consensus of the group to have the responsibilities of the Ad Hoc Committee on Capital Outlay and Capital Maintenance become part of the Committee on Finance and Business Operations. The motion was made by Regent Duckett and a second was provided by Regent Marcum to roll the responsibilities of the Ad Hoc Committee on Capital Outlay and Capital Maintenance in with the Committee on Finance and Business Operations subject to the approval of the Ad Hoc Committee chair. The motion carried.

Next, Regent Griscom led the discussion of adding oversight of compliance to the responsibilities of the Audit Committee. It was decided that this was an important issue to review, both from the system's standpoint as well as at the institution level. This agenda item will remain open for further discussion at the next meeting.

Regent Duckett reported on the discussion with staff members regarding the Committee on Business, Community and Public Affairs. He reported that it was suggested to change the name of the committee to the Committee on External Affairs, which better describes the work of this committee. Also in his report, he mentioned placing public relations and

communications within the scope of this committee. Such reports would include updates on development of the new TBR website, development of TBR logo, marketing activities, media issues, and policies relative to public relations and communications. Also within the scope of this committee would be reporting on foundations and other philanthropic activities benefiting TBR institutions, as well as legislative initiatives. The committee discussed the importance of system-wide reporting on legislative initiatives as well as institutional legislative, governmental, and political activities.

Additionally, Regent Duckett reported on the importance of workforce development initiatives at the TBR institutions. Presently, economic and workforce development initiatives are heard through the Committee on Tennessee Colleges of Applied Technology, the Academic Affairs Committee or Finance and Business Operations Committee *(if a legislative appropriation is involved)*, or through the Business, Community and Public Affairs Committee *(if a facility is involved)*. It was decided to continue the discussion until the next meeting so that the chair of the Committee on Tennessee Colleges of Applied Technology

could weigh in on the discussion. Chair Reynolds also asked that a draft committee charter for the "Committee on External Affairs" be ready for review at the next meeting.

Chair Reynolds stated that in the next steps of the committee, it would review a draft charter and begin discussions on the formation of a governance committee.

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

Respectfully submitted,

AD HOC COMMITTEE ON
COMMITTEES

_____

Emily J. Reynolds, Chair

A RESOLUTION to disband the Ad Hoc
Committee on Capital Outlay and Capital
Maintenance

WHEREAS, in 1997 the Tennessee Board of Regents determined that it was necessary to periodically revisit the methodology to set capital priorities and make adjustments as might be appropriate to address changing system needs and to identify the needs on each campus; and

WHEREAS, on September 26, 1997, the Board of Regents adopted a resolution that directed the Vice-Chairman of the Board and the Chairman of the Finance and Business Operations Committee to appoint an ad hoc committee to work with the Chancellor and staff of the Board to review and adjust the methodology for setting capital priorities, as necessary; and

WHEREAS, since that time, the Ad Hoc Committee on Capital Outlay and Capital Maintenance has served the Board in that capacity; and

WHEREAS, after examining all of its committees, the Board has now determined that, due to changes in the funding and budget processes at the state and system levels, its Finance and Business Operations Committee should be responsible for reviewing and adjusting the methodology for setting capital priorities, in consultation with the Chancellor, staff of the Board of Regents, and the chief executive officers of the system's institutions, as appropriate; and

NOW, THEREFORE, BE IT RESOLVED that the Ad Hoc Committee on Capital Outlay and Capital Maintenance is hereby disbanded and, the Finance and Business Operations Committee shall, when setting capital priorities and making recommendations to the Board as to the needs for additional buildings and land for campuses and capital maintenance, consult with the Chancellor, staff of the Board of Regents, and the chief executive officers of the system's institutions, as appropriate.

TENNESSEE BOARD OF REGENTS

MEETING: Quarterly Board Meeting

SUBJECT: Notice of Revision to the Bylaws

DATE: June 20, 2014

PRESENTER: Mary Moody, General Counsel and Board Secretary

ACTION REQUIRED: No Action Needed

STAFF'S RECOMMENDATION: Informational Purposes Only

BACKGROUND INFORMATION:

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

The proposed revision to Section I. C. 1. of the Bylaws adds language clarifying that the state university and community college system includes the colleges of applied technology.

The proposed revision to Section VII. F. of the Bylaws adds language that would allow a committee to meet in the absence of a quorum to hear informational reports.

The proposed revision to Section VII. I. adds language that clarifies that, in the absence of the Chairman of the Board, the Vice-Chairman shall be an ex officio member of all committees with the authority to vote.

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

Policy Area

6= Appendices

Number – 6:06:00:00

Name: Tennessee Board of Regents Bylaws

Purpose

The purpose of this policy appendix is to establish the purpose and operation of the Tennessee Board of Regents.

Applies To

All TBR

Definitions

Policy

I. Name, Charter, and Purpose

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

3. To provide essential centralized services and uniform procedures which will increase the individual effectiveness and improve operations of each of the institutions and schools of the System.

4. To increase the ability of the institutions and schools and the System to compete and account for state appropriations, while providing more efficient utilization of state resources provided for their support.

5. To assure more effective lay and public direction and System policy guidance thus preserving citizens' control of postsecondary education in Tennessee.

II. Elements of the State University and Community College System

A. The elements of the System shall be the institutions and colleges of applied technology, the Board of Regents, and the Chancellor.

III. Members

A. Members

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

B. Power of Members

1. Individual members of the Board enjoy equal right with all other members:

   a. the right to vote,
   b. the right to participate fully in all considerations before the Board,
   c. the right to enter motions and to submit recommendations, and
   d. all rights and privileges afforded the Board by law and regulation when sitting in deliberative session.

2. As individuals when not participating in meetings of the Board or any of its duly constituted committees, members enjoy the same rights and privileges of any citizen of the State of Tennessee as pertains to the governance, control, and management of institutions and schools under the Board.

3. As individuals, members shall not speak for the Board unless so specifically authorized by the Board.

C. Responsibilities of Members

1. When participating in meetings of the Board or its duly constituted committees, members are responsible for the entire System.

2. They are responsible for representing the entire System without regard for any congressional district or area of the State or for any individual institution or school within the State.

3. Members are enjoined from espousing the cause of any one institution or school over the interests of others or the System as a whole.

D. Expenses of Members

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

E. Minority Views

1. Upon announcement of any vote of a meeting of the Board or one of its duly constituted committees, a member holding a minority view may request his or her view by made a matter of record.

2. Such minority view shall be submitted in writing to the Secretary.

IV. Meetings of the Board

A. Regular Meetings

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

B. Special Meetings

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

2. The requests shall state the purpose of the proposed meeting.

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

C. Location

1. The Secretary shall issue each calendar year the regular meetings of the year and their locations as well as those special meetings as may be known.

2. It shall be the purpose of the Board to meet as feasible at the campus of each institution of the System.

D. Notice

1. The Secretary shall give each member of the Board at least five days' written notice of a regular or of special meetings of the Board.

2. The Secretary, upon advice from the Chancellor and Board, shall prepare an annotated agenda to accompany each notice of a regular or special meeting of the Board.

3. The notice shall be mailed to the address appearing on the Secretary's records.

4. Emergency meetings may be called by telephone or telegraph notification with the understanding that similar notices are provided all members.

5. Public notice of all meetings shall be furnished the news media.

E. Quorum

1. At all meetings of the Board of Regents, nine voting members shall constitute a quorum for the transaction of business.

2. The action of a majority of the voting members of the Board present at any meeting shall be the action of the Board, except as may be otherwise provided by these Bylaws.

F. Order of Business

1. The following shall be the order of business at each regular meeting of the Board, but the rules of order may be suspended by the Board:

a. Roll call.
b. Consideration of minutes of last regular meeting and of special meetings held subsequently and their approval or amendment.
c. Consideration of interim Board actions taken by the Chancellor.
d. Reports of committees.
e. Reports of the Chancellor.
f. Reports of Presidents and Directors.
g. Unfinished business.
h. New business.

G. Procedures

1. Any member of the Board may be represented at a meeting of the Board, but cannot under any conditions register a vote by proxy.

2. When a member identifies a conflict of interest in connection with a vote on a matter before the Board, he or she should withhold his or her vote. Such matter shall not be made a matter of record except by express request of the member.

3. Record votes shall be called for on all motions or resolutions presented to the Board providing for: the allocation or expenditure of funds; creation of any financial liability against any institution, school, or agency of the System; any revision of the Bylaws, the adoption of a new Bylaw or the appeal of an existing Bylaw; and the documentation of any transaction as may be required or deemed desirable in the judgment of the Chairman. Upon demand of any member present, a record vote may be called for on any matter before announcement of a vote previously taken. A record vote shall require a majority of the entire voting membership of the Board for passing.

4. A motion to reconsider shall be made by a member who voted on the prevailing side and must be made at the same meeting.

H. Adjourned Meetings

1. The Board may adjourn any regular or special meeting to any date it may set.

2. If a quorum is not present, any regular or special meeting may be adjourned by the members attending until a quorum shall be present.

I. Joint Meetings

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

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

J. Minutes

1. Minutes shall be taken at each meeting of the Board and shall provide a permanent record of such meeting.

2. Minutes need not be a verbatim record of a meeting but should provide adequate basis upon which implementing actions may be taken or permanent policies be extracted therefrom.

3. Minutes of each regular meeting and of subsequent special meetings shall be circulated for consideration of the members prior to the next regular meeting at which time they shall be approved as attested to by the Vice Chairman and the Secretary of the Board.

V. Office of the Board of Regents

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

VI. Duties of the Board

A. The Board of Regents shall be responsible for the operation of the State University and Community College System of Tennessee as provided by the laws of the State of Tennessee. The Board shall be responsible for the government, management, and control of the system.

B. The Board is empowered:

1. To employ the Chancellor, define his or her duties, and within budgetary limitations, fix his or her compensation.

2. To select and employ presidents of the institutions and to set their salaries and terms of office.

3. To confirm or establish policies and procedures for the appointment of administrative personnel, faculty, and other employees of each institution and school and fix their salaries and terms of office.

4. To prescribe curricula and requirements for diplomas and degrees.

5. To approve the operating and capital budgets of each institution and school and otherwise set policies for their fiscal affairs.

6. To establish policies and regulations regarding the campus life of the institutions and schools, including, but not limited to the conduct of students, student housing, parking, and safety.

7. To assume general responsibility for the operations of the institutions and schools, delegating to the presidents and directors such powers and duties as are necessary and appropriate for the efficient administration of their respective institutions and schools and their programs.

8. To receive donations of money, securities, and property from any source on behalf of the institutions and schools of the System which gifts shall be used in accordance with the conditions set by the donor.

9. To purchase land subject to the terms and conditions of state regulations, to condemn land, to erect buildings and equip them for the institutions and schools subject to the terms and conditions of legislative appropriations.

10. To be vested with title to property transferred from the State Board of Education and to property donated or purchased subsequent thereto.

11. The Board shall have such other powers not otherwise prescribed by law, as are necessary to carry out its duties. (T.C.A. § 49-8-02 and § 49-8-203)

C. In fulfilling its responsibilities for the governance of the System, the Board shall perform continuous review and evaluation of its purposes, duties, Bylaws, policies and operations, and shall affect such changes necessary to ensure effectiveness and responsiveness to the needs of the System and the State.

VII. Committees of the Board

A. The Board of Regents as a whole shall be responsible for the operation of the State University and Community College System.

B. The Board may organize standing and special committees as necessary to carry out its governance, control, and management functions.

C. The Committees of the Board shall make studies of the problems in the fields assigned to them and advise the Board as to what, if any, changes of policy should be made.

D. Each of the standing committees shall keep informed with respect to the manner in which the policies of the Board are being administered in its field. Committees may be authorized to act on behalf of the Board.

E. All Board members may participate in committee deliberations; however, each standing committee shall consist of not less than three and not more than seven Board members.

F. A majority of the members of a committee shall constitute a quorum for the transaction of business. In the absence of a quorum, a committee may convene for the purpose of receiving information. If a committee convenes in the absence of a quorum and a quorum is later established, the committee may then transact business.

G. The Board of Regents may authorize special committees with whatever membership is desired by the Board.

H. Each standing or special committee shall report to the Board periodically or at the request of the Chairman of the Board.

I. The Chairman of the Board shall be an ex officio member of all committees with the authority to vote. In the absence of the Chairman, the Vice-Chairman shall be an ex officio member of all committees with the authority to vote.

J. The Chancellor and Secretary shall be ex officio members of all committees without the authority to vote.

K. The Executive Director of the Tennessee Higher Education Commission may serve as a member of any committee without the authority to vote.

L. The Chancellor shall appoint students and faculty from System institutions and schools to serve as ex officio non-voting members of each standing committee.

M. Standing Committees

    1. There shall be the following standing committees:

        a. Committee on Finance and Business Operations

            (1) The Committee on Finance and Business Operations shall make recommendations to the Board regarding the fiscal policies to be followed in the conduct of the System. (2) The Committee shall receive and review the recommendations of the Chancellor concerning appropriation requests, allocations, budgets and budget

revisions for each of the institutions and schools in the State University and Community College System and for the office of the Board, and shall make its recommendations to the Board.

(3) The report of the Committee to the Board shall include in written form the itemized deletions, additions, or other changes in the submitted budget requests of each institution and school.

(4) The Committee shall also make recommendations to the Board as to needs for additional buildings and land for the campuses, repair and renovation of buildings, maintenance of campuses, and adequate insurance coverage of buildings and contents.

(5) It shall coordinate the preparation of the capital outlay budget and capital outlay appropriations.

(6) It shall study and submit recommendations affecting investments or reinvestments of trust funds and shall advise the Board regarding such funds.

(7) The Committee shall submit recommendations on System-wide policies and procedures on procurement and purchasing.

(8) This committee shall have such other duties as may be authorized by the Board.

(9) The Treasurer shall serve as a member of this committee only without the authority to vote.

b. Committee on Academic Policies and Programs and Student Life

(1) The Committee shall review and make recommendations to the Board concerning all proposals for new academic programs and degrees, revisions or discontinuations of existing programs, the adoption of our changes in admission and retention standards, and the establishment, reorganization or elimination of academic departments, divisions, branch operations and extension services, and other academic units.

(2) The Committee shall be responsible for reviewing the level of productivity of existing programs, and when appropriate to recommend the discontinuance of non-productive programs.

(3) The Committee shall make appropriate recommendations concerning studies and policies relating to academic matters.

(4) The Committee on shall also make recommendations to the Board regarding campus life of the institutions and schools.

(5) It shall receive and review the Chancellor's reports of proposed policies and regulations concerning student affairs including, but not limited to, the conduct of students, discipline, student housing, parking, safety and special activities of students of the institutions and schools under control of the Board.

c. Committee on Personnel and Compensation

(1) The Committee on Personnel shall make recommendations to the Board regarding retirement, tenure, promotion, evaluation and other personnel matters regarding personnel involved in the various institutions and schools governed by the Board.

(2) The Committee shall make appropriate recommendations concerning policy and procedures relating to personnel matters and review the recommendations from the Chancellor relative to the annual review of personnel requests from the institutions and schools.

(3) The committee shall also review compensation matters of the institutions and Central Office personnel that require Board approval and make recommendations to the Board regarding these matters.

(4) The Committee shall have the power to act for the full Board in compensation matters when waiting for the next scheduled Board meeting is not desirable.

d. Committee on Tennessee Colleges of Applied Technology

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

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

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

e. Committee on Public Affairs

(1) The Committee on Public Affairs shall make recommendations regarding the Board's role in economic development initiatives and the Board's relationship with business, industry, and community leaders in Tennessee.

(2) The Committee on Public Affairs shall also make recommendations to the Board on legislative and public relations.

f. Audit Committee

(1) The Audit Committee shall provide appropriate oversight and accountability on fiscal matters within the Tennessee Board of Regents.

(2) In addition to the Regents appointed to the Committee, the Board may select one or more certified public accountants or other qualified citizens who are not members of the Board to serve on the Audit Committee.

(3) The Audit Committee shall employ a person qualified by training and experience to serve as an internal auditor and to report directly to the Audit Committee and the Board.

(4) The internal auditor shall be removable only for cause by a majority vote of the Board.

(5) The internal auditor shall perform the duties required by the Higher Education Accountability Act of 2004 (T.C.A. § 49-14-101 et seq.) including reports to the Committee and development of a process to report and investigate illegal, improper, fraudulent or wasteful activity.

VIII. Officers and Their Duties

A. Officers

1. The officers of the Board of Regents shall be the Chairman, Vice Chairman, Chancellor, Treasurer, and Secretary.

2. The Board may from time to time establish such other offices and positions as may be necessary to carry out the functions of the Board.

B. Election and Term of Office

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

2. Officers other than the Chancellor, Treasurer, and Secretary shall be elected each year by the Board at the last regular meeting of each fiscal year and may be re-elected for up to two (2) consecutive terms.

3. No one person shall hold more than one of these offices.

C. Removal of Officers

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

D. Vacancies

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

E. Chairman

1. The Chairman shall be a member of the Board, shall preside at the meetings of the Board with the authority to vote, and shall appoint the chairmen and members of all committees.

2. He or she shall be an ex officio member of all committees with the authority to vote.

F. Vice Chairman

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

G. Chancellor

1. The Board of Regents shall elect the Chancellor who shall hold office at the pleasure of the Board.

2. He or she shall not be a member of the Board.

3. In case of any vacancy in the Chancellorship, the Board shall name an Acting Chancellor who shall serve until the office of the Chancellor shall be filled.

4. The Chancellor shall be the chief executive officer of the State University and Community College System.

5. He or she shall perform all of those duties that are prescribed by the Board.

6. He or she shall be responsible to the Board of Regents for the prompt and effective execution of all resolutions, policies and rules and regulations adopted by the Board for the ordering and the operation of the entire System and for the government of any and all of its branches.

7. His or her discretionary powers shall be broad enough to enable him or her to discharge these responsibilities.

8. The Chancellor shall attend and participate in, without the privilege of voting, all of the meetings of the Board of Regents and of its committees.

9. He or she shall be an ex officio member of all committees, without the authority to vote.

10. He or she shall review recommendations from the presidents and directors regarding annual appointments, promotions, and salaries of employees of the several institutions and schools of the System, and shall be responsible for compliance by the presidents and directors with Board policies and procedures on personnel matters.

11. He or she shall make recommendations regarding the establishment or discontinuance of staff positions in the Office of the Board of Regents.

12. He or she shall recommend the appointment of administrative officers and other employees of the Office of the Board of Regents.

13. The Chancellor shall be empowered to act for the Board in the interims when the Board is not in session.

14. He or she shall speak for the Board and shall represent it at meetings and before the public consistent with established policies of the Board.

15. He or she shall be the channel of communication with the presidents of the institutions and directors of the schools and shall present recommendations concerning System policy to the Board.

16. The Chancellor shall be authorized upon the authority of the Board and in its name to execute all notes, bonds, deeds, contracts, and other documents of an official nature.

17. He or she shall submit, in behalf of the Board and with its approval the annual report at the end of each fiscal year, which report shall go to the Governor and the legislature.

H. Treasurer

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

2. He or she shall be sworn and bonded to discharge faithfully the duties as Treasurer.

3. He or she shall serve without vote as a member of the Committee on Finance and Business Operations.

4. He or she shall perform such other duties as the Board may authorize or as may be assigned by the Chancellor.

I. Secretary

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

2. He or she shall be sworn to discharge faithfully the duties as Secretary.

3. He or she shall be present at all meetings of the Board and of the committees.

4. He or she shall keep an accurate record of proceedings of the meetings of the Board and of the committees.

5. In the absence of the Secretary from a meeting, a secretary shall be chosen for the meeting and shall record the proceedings.

6. He or she shall be the custodian of all minutes, official documents, and archives of the System.

7. He or she shall perform such other duties and have such other powers as the Board may authorize or as may be assigned by the Chancellor.

J. Delegation of Duties of Officers

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

IX. Universities, Colleges and Colleges of Applied Technology

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

1. Universities (6)

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

2. Community Colleges (13)

Chattanooga State Community College, Chattanooga; Cleveland State Community College, Cleveland; Columbia State Community College, Columbia; Dyersburg State Community College, Dyersburg; Jackson State Community College, Jackson; Motlow State Community College, Lynchburg; Nashville State Community College, Nashville; Northeast State Community College, Blountville; Pellissippi State Community College, Knoxville; Roane State Community College, Harriman; Southwest Tennessee Community

College, Memphis; Volunteer State Community College, Gallatin; Walters State Community College, Morristown

3. Colleges of Applied Technology (26)

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

B. Heads of Colleges and Universities

1. The president of each college and university in the System shall be the executive head of the institution and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the institution.

2. He or she shall be responsible to the Board through the Chancellor for the operation and management of the institution and for the execution of all directives of the Board and of the Chancellor.

3. He or she shall have direct access to the Board by submitting reports to the Board at its regular meetings and to meet with the Board on such occasions.

4. He or she shall be the official medium of communication between the faculty and the Chancellor, and between the council, senate, assembly, or any such body, either of the faculty or of the students, and the Chancellor.

5. He or she shall recommend annually to the Board of Regents, through the Chancellor, the creation or continuance of positions of faculty and other employees of the institution.

6. He or she shall have the authority to recommend or make appointments of personnel and, within budgetary limitations, to fix their salaries, and to recommend or approve promotions, transfers, leaves of absence, and removal of personnel, pursuant to the requirements of policies and procedures established by the Board, and subject to such prior approval or confirmation of the Board or the Chancellor as may be required by the Board.

7. He or she shall make an annual report to the Board, through the Chancellor, of the work and condition of the institution under his or her control.

    a. Terms of Heads of Colleges and Universities

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

    b. Resignation and Removal of Heads of Colleges and Universities

        (1) The Board anticipates upon appointment that each head of an institution will serve for a number of years.

        (2) The head of each institution may resign at any time upon written notification to the Board through the Chancellor.

        (3) The head of each institution may be terminated at any time by the Board.

        (4) In the event of termination of the head of an institution, three months' severance compensation may be authorized by the Board.

    c. Presidents' Councils

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

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

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

C. Heads of Colleges of Applied Technology

    1. The director of each college of applied technology in the System shall be the executive head of the school and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the school.

2. He or she shall be responsible to the Board and Chancellor, through the senior member of the Board staff for vocational-technical education, for the execution of all directives of the Board and of the Chancellor.

3. He or she shall have access to the Board by submitting reports to the Board at its regular meetings through a representative director who shall meet with the Board on such occasions.

4. He or she shall be the official medium of communication between the faculty and the Chancellor, and between the council, senate, assembly, or any such body, either of the faculty or of the students, and the Chancellor.

5. He or she shall make an annual report to the Board, through the Chancellor, of the work and condition of the school under his or her control.

6. He or she shall have specific responsibilities as delegated by the Chancellor for the operation and management of the school.

    a. Terms of Heads of Colleges of Applied Technology

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

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

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

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

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

D. Employees

1. Administrative personnel, faculty members and other personnel shall be recommended or appointed by the president of the college or university and director of the college of applied technology, subject to such requirements, approvals or confirmations by the Board or the Chancellor as may be specified by the Board.

2. A member of the Board shall not be a party to procuring the appointment of any relative at any of the units of the State University and Community College System.

E. Students

1. Admission

a. The Board shall prescribe rules and regulations for the admission of students to the institutions and schools.

2. Campus Conduct

a. Within general System guidelines and policies developed by the Board, the presidents and directors shall be responsible for promulgating campus regulations developed within the institutional or school community.

b. Students violating the rules and regulations of an institution or school may be punished, suspended, or expelled as the nature of the case requires.

X. Degrees, Diplomas, and Certificates

A. Degrees

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

B. Diplomas and Certificates

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

C. Degree, Diploma, and Certificate Requirements

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

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

1. The Board of Regents shall approve all present and proposed programs of study leading to degrees in all institutions, and diplomas and certificates in all technology centers of the System.

2. The Board shall also exercise authority to disestablish programs of study upon the recommendation of the Chancellor.

XI. Appeals

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

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

XII. Amendment of Bylaws

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

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

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

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

XIII. Parliamentary Authority

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

Source

As Amended December 16, 1983; Board Meeting December 7, 2001; Board Meeting September 24, 2004; Board Meeting December 3, 2004; Board Meeting June 26, 2008; Board Meeting September 24, 2010

Related Policies/Guidelines

A Resolution of Appreciation for the Service of
Ms. Deanna Wallace, as Faculty Regent for the
Tennessee Board of Regents

WHEREAS, the Tennessee Board of Regents, in regular session at Tennessee State University in Nashville, Tennessee, wishes to express its sincere appreciation to Ms. Deanna Wallace, for her service as Faculty Regent; and

WHEREAS, she was appointed to this position by the Honorable Bill Haslam, Governor of the State of Tennessee, for the 2013-2014 academic year; and

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

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

WHEREAS, she has used her experiences to devote considerable time, effort and perspective as a member of the Committee on Academic Policies and Program and the Tennessee Colleges of Applied Technology Committee; and

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

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

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

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

A Resolution of Appreciation for the
Service of Ms. Ashley Humphrey as
Student Regent for the
Tennessee Board of Regents

WHEREAS, the Tennessee Board of Regents, in regular session at Tennessee State University in Nashville, Tennessee, wishes to express its sincere appreciation to Ms. Ashley Humphrey for her dedicated and valuable service as Student Regent; and

WHEREAS, Ms. Humphrey, was appointed Student Regent by the Honorable Bill Haslam, Governor of the State of Tennessee, for the 2012-2013 and 2013-2014 academic years, and as such she has been an instrument of positive and effective change; and

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

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

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

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

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

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

A Resolution of Appreciation
for the Service of President Tim Hall to the
Tennessee Board of Regents

WHEREAS, on May 18, 2007, the Tennessee Board of Regents approved the recommendation from Chancellor Charles W. Manning to hire Tim Hall as the next president of Austin Peay State University; and

WHEREAS, under Tim Hall's leadership, Austin Peay State University entered a seven-year period of tremendous growth and national prominence; and

WHEREAS, as President of Austin Peay State University, he increased enrollment so that it has been the fastest-growing university in Tennessee, increasing from 9,094 students in 2007 to 10,873 in 2011, including significant increases in minority enrollment; and

WHEREAS, he facilitated a net increase of 62 faculty lines, bringing the student/faculty ratio down to 19:1, allowing more opportunities for students to work closely with instructors and professors, while maintaining the personal attention that is a hallmark of the University; and

WHEREAS, he led efforts to construct nine new facilities, including a three-building residential complex, the new Maynard Mathematics and Computer Science Building, and a new $19 million Governors Stadium, set to open in the fall of 2014; and

WHEREAS, he put a new emphasis on retention and graduation rates, resulting in Austin Peay leading the state in performance, topping the charts within both the TBR and University of Tennessee systems; and

WHEREAS, he successfully led a campaign to raise nearly $40 million in gifts and pledges during the silent phase of the University's capital campaign, including the two largest single gifts in Austin Peay history, one of which exceeds $13 million; and

WHEREAS, Austin Peay received a somewhat unfamiliar level of national attention during his tenure, with the University regularly recognized in publications such as the Chronicle of Higher Education, the New York Times, Public Purpose, The Economist and The Guardian; and

WHEREAS, this recognition was further elevated when Bill Gates mentioned Austin Peay while speaking about college innovation during the summer of 2012, and President Obama praised Austin Peay's efforts in his speeches about college affordability; and

WHEREAS, he was lauded by the New York City-based nonprofit Public Agenda for his leadership tactics and for creating a climate of trust and enthusiasm among the Austin Peay faculty and staff.

NOW, THEREFORE, BE IT RESOLVED that the Tennessee Board of Regents expresses its sincere appreciation to Tim Hall for his outstanding contributions and leadership to the System and wishes him the very best in his new position as president of Mercy College in New York.