



Audit & Business Committee

June 24, 2021

Roaden University Center, Room 282

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. FY2020-21 Estimated & FY2021-22 Proposed Budget
- IV. Disclosed Projects FY2021-22
- V. Capital Budget FY2022-23
- VI. Maintenance & Mandatory Fees
- VII. Non-Mandatory Fees
- VIII. Emeritus President Contract
- IX. TTU Policy 131 (Preventing and Reporting Fraud, Waste or Abuse)
- X. Audit Committee Charter
- XI. Faculty Promotions
- XII. Tenure Recommendations
- XIII. Adjournment of Open Session and Call to Order of Non-Public Executive Session to Discuss Audits, Investigations, Litigation, and Matters Deemed Not Subject to Public Inspection Pursuant to T.C.A. § 4-35-108(b)(1)-(3)
- XIV. Adjournment



**Board of Trustees Meeting
Audit & Business Committee
March 11, 2021
Roaden University Center Room 282
MINUTES**

AGENDA ITEM 1—Call to Order

The Tennessee Tech Board of Trustees Audit & Business Committee met on March 11, 2021 in Roaden University Center Room 282. Chair Johnny Stites called the meeting to order at 11:43 a.m.

Chair Stites asked Mr. Lee Wray, Secretary, to call the roll. The following members were present:

- Johnny Stites
- Sally Pardue
- Thomas Lynn

Other board members were also in attendance. A quorum was physically present. Tennessee Tech faculty, staff and members of the public were also in attendance.

AGENDA ITEM 2—Approval of Minutes

Chair Stites asked for approval of the minutes of the December 1, 2020 Audit & Business Committee meeting. Chair Stites asked if there were questions or comments regarding the minutes. There being none, Dr. Pardue moved to recommend approval of the December 1, 2020 Audit & Business Committee minutes. Mr. Lynn seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 3— Update on Governor’s Budget

Dr. Stinson advised the capital outlay portion of the Governor’s recommendation included \$53,730,000 for the engineering building construction, which includes our match of \$4,558,400. The capital maintenance portion included \$7,834,000: steam plant deaerator tank replacement of \$920,000, Derryberry Hall upgrade(auditorium) \$1,691,000, campus-wide building controls upgrade \$2,150,000, Bryan Fine Arts Auditorium upgrade \$1,506,000 and campus-wide exterior lighting upgrades \$1,567,000.

The operating budget recommendations from the Governor for FY2021-22 included \$1,768,800 outcomes growth, salary pool \$2,105,200(55% funded by the state), \$343,600 group health insurance, reallocation of outcomes \$(430,900) and NSF Cybersecurity \$(500,000). The salary pool included a retroactive salary pool for January- June 2021 in the amount of \$526,300.

This was an informational item therefore no action was required.

AGENDA ITEM 4A—Compensation Plan January-June 2021

Dr. Stinson advised the proposed compensation plan is pending approval of the Governor's budget. The proposal is a \$1,000 one-time payment to all full and part-time permanent employees with a satisfactory or better evaluation for FY2020. The amount will be prorated for part-time permanent employees. Employees must be hired prior to January 1, 2021 and still employed at the time of payment. This money will become available to the university once the Governor's budget is approved. The estimated cost is \$1,563,900 of that amount \$526,300 comes from one-time state appropriations and the cost to the university is \$1,037,600. The university cost will be funded from fund balance. There was no discussion.

Mr. Lynn moved to send the compensation plan pending approval of the Governor's budget for a one-time payment to all full and part-time permanent employees of \$1,000 per employee, pro-rated for part-time employees, with a satisfactory or better evaluation for fiscal year 2020 and employed at January 1, 2021 and still employed at time of payment to the Board for approval and to place it on the Board's regular agenda. Dr. Pardue seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 4B—Compensation Plan FY2021-22

Dr. Stinson advised the proposal is pending approval of the Governor's budget and based on the 4% pool for recurring salary increases effective July 1, 2021. This proposal is based on performance evaluations for FY2021. Employees with a satisfactory or better evaluation are eligible for raise. Employees must be hired prior to January 1, 2021 and still employed at July 1, 2021. The salary range is minimum of 1% to maximum of 7%. Faculty promotions and equity adjustments will be funded separately. The estimated cost is \$3,699,500 which is \$2,105,200 in state appropriations and \$1,594,300 cost to the university. Dr. Oldham clarified the performance evaluations should include FY2020 and FY2021 since there was no general pay increase last year, two-year average on the evaluations. Dr. Stinson confirmed.

Dr. Pardue requested the Board to consider the resolution that Faculty Senate shared at the prior Board meeting especially concerning the implementation of performance based compensation on the range. Dr. Pardue expressed her concern that 1-7% does provide a range but the process of which that range is established is not necessarily honoring what the faculty senate resolution requested the Board to consider. Dr. Pardue asked the Board to consider a range that is more reflective and in line with the Governors budget of 4% to consider 2-5% or 2-6% as many of the faculty and staff have worked incredibly hard in light of the past year to maintain the high-quality education that Tennessee Tech expects and delivers. Ms. Harper added that she worked with Dr. Oldham and Dr. Stinson on this proposal and she spent a significant amount of time going back through the resolution and was persuaded that there had not been consistency in the way salary increases were approached since the

Board was formed. Ms. Harper wanted to make sure this time there was a proposal that we can follow consistently from this point forward and strongly feels it fits inside the faculty senate proposed resolution and that it meets the consistency recommendation that was implied in the presentation by Dr. Luna at the last Board meeting. Dr. Oldham stated the 1-7% gives maximum flexibility to Department Chairs and Deans in particular to reward proportionally. In practice Dr. Oldham does not expect it to be that wide but wanted to give as much flexibility as possible. Dr. Oldham agreed with Ms. Harper that this is a format or pattern that we could adopt on a consistent basis. He added obviously, the numbers could change a little bit depending on how big the salary pool is in a particular year. This approach has soundness, provides a minimum raise for satisfactory performers and gives room to reward high achievers.

Ms. Vanhooser asked what the cost of living increase was if we did something based around that. Ms. Harper advised social security cost of living this year was around 2%. Dr. Oldham added the difficulty in terms of consistency from year to year is where that approach becomes problematic as there are years where the state or internal resources are not capable of matching what would be considered a COLA adjustment. The approach to give a range where there is a minimum is appropriate for whatever the size of salary pool is that year. Mr. Jones stated that he prefers to see a wider range than narrow one. Mr. Jones added that in December 2020 employees were given a \$500 bonus and now proposed \$1000 for January-June is pending, that elevates the base across the Board and is not merit based at all. Mr. Jones said the question could also be posed why the \$1000 for everyone is not merit based as well. Mr. Jones added these types of decisions need to be made on year to year basis depending on what funds are available, what the economy is doing and what is the cost of living. What is done this year does not necessarily define exactly what it is going to be next year. Mr. Jones stated given the \$1000 and this range it is an appropriate balance.

Dr. Oldham stated every academic unit, depending on the size of their salary pool and total salary budget, they would approximately have 4% of that as a raise pool for that department. The Department Chair based on the evaluations they gave to personnel would have that 4% pool to draw and distribute in correlation to those evaluation scores. Dr. Oldham added no two departments on campus are the same which is why each chair should have some degree of responsibility as well as autonomy to do what is right for that department. They are in the best position to make that judgement. There needs to be accountability which is where Deans and other administrators come into play to make sure they are looking over the distributions and the distributions are justified. The flexibility of this range gives them room to do what is best for their unit. Ms. Harper added that it was critical to her that Dr. Oldham was responsible for being sure that we get a distribution and everyone does not get 4% and see rewards to the high performers and less to the low performers. If there is a department that deserves more that there is a mechanism for the department to come to Dr. Oldham and argue they should have something different and be able to decide to give them more or if a department doesn't deserve their full allocation, this year or another year.

Captain Wilmore wanted clarification if an average comes significantly above 4% what is done. Dr. Stinson advised they would not distribute a pool to a department that was above 4%. Dr. Oldham added the department only gets a fixed amount and it is capped.

Mr. Hines asked if there was evaluation training for supervisors. Dr. Stinson stated it was in place for staff and we have been doing performance-based compensation since 2016-17. The data from the last five years the cost of living piece was done in 2016-17 and 2017-18 and those were one percent. Dr. Stinson added this is the first time we have had a pool this large and is reflective of the fact there was

not an increase last year. The largest increase in the last five years was 2.5%. Dr. Pardue added that this speaks exactly to the reason why she wants to see the range not be 1-7% but if it has to be a range that the range should be reflective of the opportunity to truly address cost of living since we were not able to do any increase in the prior year. Dr. Pardue asked the Committee to seriously consider the range to be more of a natural order of 2-6% that allows the university to make a very clear statement of the resources the State of Tennessee has provided to us as a 4% pool, that we value the people who work for this campus and to at least ensure that their salary does not go backwards. Dr. Pardue stated every time we do not meet cost of living you are effectively telling a satisfactory or a high performing employee that they are making less money for doing the same work year to year. Dr. Pardue asked the committee to consider a range of 2-6%. Dr. Pardue also asked the Committee and the Board to keep in mind the implementation of an improvement plan. The other half of performance-based evaluation decisions are a well-established improvement plan so that an employee that wants to be at the top level has a very clear understanding of why their supervisor has evaluated them the way they did and why their supervisor's supervisor has either agreed or not and that there is a documented way to move from one level to another.

Mr. Jones asked if a college or department decided to keep the range from 2-6% instead of 1-7% could they do that. Dr. Oldham advised they could. Mr. Jones added from his point of view he does not worry much about the bottom end of the range because he does not believe those are the high achievers. The upper end is for top performers and gives opportunity to fix any salary bias, but must rely on leadership to fix that issue. Mr. Jones stated he liked the range as presented and gives the flexibility and opportunity for the leaders of the faculty to make those decisions.

Dr. Pardue added that this is not just a faculty issue but clerical & support and includes all employment classifications. Dr. Pardue offered that department chairs and deans are not well equipped to understand equity and equity adjustments. Dr. Pardue stated she raised the question in December 2019 to the AVP of Human Resources at the time on the oversight process. There were high performers in clerical and support that did not receive a change in base pay. There were high performers in faculty that did not receive a change in base pay. There needs to be a way of checking to see what happens. Dr. Pardue stated that we have a year of opportunity where the state has been able to provide a significant percentage, 4% has never been done. The minimum range is as important as the maximum range and that 2-6% range is more natural. The campus can be assured that everything is in place regarding how tightly we are tying performance measurement to change in base pay. Chair Stites thanked Dr. Pardue for her comments.

There was no further discussion Chair Stites asked for a motion to send the proposed compensation plan for FY 2021-22 pending approval of the Governor's budget for a 4% salary increase pool to be distributed to full and part-time permanent employees based on employees' fiscal year 2020 and 2021 evaluations with a minimum 1% and maximum 7% increase for employees with satisfactory or better evaluation scores, employed at January 1, 2021 and still employed at July 1, 2021 to the Board for approval and to place it on the Board's regular agenda. Mr. Lynn moved to approve. Chair Stites seconded the motion. Mr. Wray called a roll call vote. Mr. Lynn and Chair Stites voted aye. Dr. Pardue abstained. The motion carried.

AGENDA ITEM 5—Supplemental COVID-19 funding

Dr. Stinson gave an update on the second allocation of Coronavirus Response and Relief Supplemental Appropriations Act 2021 funding. The funding was effective December 27, 2020 and is available through January 16, 2022. The total supplemental funding is \$13,533,046. The student grant portion is \$4,356,732, all students are eligible except non-residents. The student funds were dispersed to 8,661 students ranging from \$160-\$925. The institutional portion is \$9,176,314 and can be used for lost revenues, reimbursement of expenses associated with COVID-19 including technology costs to transition to distance education, faculty & staff training and payroll.

At this time Higher Education has not received a lot of direction from the U.S. Department of Education on how the funds are to be documented. Preliminary estimates of revenue losses for Spring 2021 through Fall 2021: \$5,030,500 tuition & fees (lost and forgone revenues), \$1,238,100 state appropriations, \$613,550 Athletics (tickets, guarantees, NCCA/OVC), \$46,650 camps/conference/rentals, \$80,900 miscellaneous fines and fees and \$1,094,200 auxiliary operations (housing, food services, fitness center and bookstore). The total estimate is \$8,103,900. Some of the funds have been designated to help with the cost of reduced class sizes for Fall 2021, supporting the first six months of salary for some instructors we would hire for areas that generally have larger classes but reducing the size. Funds have been designated to adjunct faculty to help reduce the class sizes. Other costs include the additional nursing personnel that was added and that funding expires in May 2021.

This was an informational item therefore no action was required.

AGENDA ITEM 6A—Non-Mandatory & Mandatory Fees-Housing Rates

Dr. Stinson provided a reminder that mandatory fees are paid by all students (tuition and program service fee). Non-mandatory fees are fees charged based on courses, services and activities selected by individual students. The FY2021-22 housing rate recommendation is zero increase. The reason is due to a recent market study and currently working on the Master Plan. We need to be sure we are within the local housing market with our pricing and leaving some space to establish a rate for the new Innovation Hall when it opens to be reflective of the amenities that will be available to students in that particular hall.

This was an informational item therefore no action was required.

AGENDA ITEM 6B—Non-Mandatory & Mandatory Fees- International Student Deposit

Dr. Stinson recommended the elimination of the international student deposit fee. The \$300 one-time deposit was paid by degree seeking international students during their first semester of enrollment to encourage retention and degree completion. It has not been as effective as anticipated so the department proposed to remove the fee.

Mr. Lynn moved to send the removal of the International Student Deposit fee of \$300 to the Board for approval and to place it on the Board's regular agenda. Dr. Pardue seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 6C—Specialized Academic Course Fees

Dr. Stinson advised this is just for informational purposes at this time to make the committee aware of what is being considered regarding the specialized academic course fees. This is to provide some simplification on the fee structures. This is a two-step approach. The first step would be to collapse SACF into tuition for some selected units, which would include AG/HEC, Arts & Sciences, Education (other than Ready-to-Teach), and Fine Arts. In order to do this, it will require a 2% tuition increase and \$500,000 investment from the university to hold the units harmless with the budget they currently have. The second step is to establish a program fee (to be renamed) for Engineering, Business, Nursing and Education Ready-to-Teach. This fee would replace the SACF and for undergraduate students be a flat fee over eight semesters. For graduate students a flat fee per semester based on Masters or PhD. The fee would be charged based on a students' major rather than specific courses as it is now. The only SACF that would remain is the Nursing DNP due to it being a joint program with ETSU and part of the agreement is to maintain a fee structure similar to ETSU.

The benefits of this new model are the current SACF vary by college and range from \$20-\$65 per credit hour. From a student standpoint this will bring more transparency in billing, make it easier to predict costs and the costs are spread more evenly over each semester. The impact on colleges will be revenue neutral to the extent possible. There is potential to use the THEC recommended 2% tuition increase to replace SACF generated resources that are eliminated.

This was an informational item therefore no action was required.

AGENDA ITEM 7—Budget Advisory Committee Restructure

Dr. Stinson advised this arose from the Chair's request to look at the Strategic Plan with the Board. For this committee it aligns with goal three: Exceptional Stewardship and Priority Action C: Continue to develop, implement, and evaluate a dynamic long-term budget model that informs effective financial management and consistent strategic investment. Dr. Stinson advised the additional charge of the BAC was strategic thinking, university-wide perspective, long-term rather than short-term view, in-depth understanding of the University budget and communicate budget information and process to others on campus and be communicators back to their colleges/departments/units. As part of the restructure four sub-committees were created to meet at least monthly. The charge to all sub-committees were to address issues identified for each group, identify potential funding sources for each issue identified and regular reports to the BAC on progress. The four subcommittees are: Emerging Opportunities and Threats, Effectiveness & Efficiency, Facilities and Infrastructure and Five-Year Strategic Budget Planning.

This was an informational item therefore no action was required.

AGENDA ITEM 8—Naming Opportunity

Dr. Oldham advised it was an honor to present the proposal to name the new Innovation Center and Residence Hall in honor of JJ Oakley. This is based on the significant past and ongoing support the Oakley family has provided to Tennessee Tech and the Upper Cumberland region.

Mr. Lynn added that he has worked with The Oakley's for a long time and one of their highest priorities is education. They feel that Tennessee Tech is a great asset to the Upper Cumberland and their generosity is amazing.

Mr. Lynn moved to send the naming of the Innovation Hall to JJ Oakley Innovation Center and Residence Hall to the Board for approval and to place it on the Boards' regular agenda. Dr. Pardue seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 9—Notice of Responsibilities for Preventing, Detecting and Reporting Fraud, Waste and Abuse.

Chair Stites advised that state law requires the Audit Committee to formally reiterate on a regular basis to the Board, Management and Staff their responsibilities for preventing, detecting and reporting fraud, waste and abuse. Accordingly, a Notice of Responsibilities was provided in Diligent for the trustees to review.

No action required on this item.

AGENDA ITEM 10 —Adjournment of Open Session & Call to Order of Non-Public Executive Session

There being no further business, the meeting adjourned at 1:00 p.m. After a short break, the Non-Public Executive Session began at 1:18 p.m. Trustees and Administration were present for the meeting.

AGENDA ITEM 11—Adjournment

There being no further business, the Non-Public Executive Session adjourned at 2:21 p.m.

Approved,

Lee Wray, Secretary



Agenda Item Summary

Date: June 24, 2021

Agenda Item: FY2020-21 Estimated & FY2021-22 Proposed Budget

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review recommendation and approval of Tennessee Tech’s FY2020-21 Estimated and FY2021-22 Proposed Budgets.

Estimated Budget is the final budget for fiscal year 2020-21. This budget is an estimate of how resources will be collected and expended for the year and will closely compare to our financial statements prepared at end-of-year. The Proposed Budget for fiscal year 2021-22 is our operating plan to begin the new fiscal year. The Proposed Budget is revised in October of each year (Revised Budget) to reflect fall semester enrollments and other changes that may have occurred. The Revised Budget is approved by the Board of Trustees at their December meeting.

Both the Estimated Budget and the Proposed Budget include budget line items for Educational & General (E&G) revenues and expenses for the University’s major operations, and Auxiliary Enterprise revenues and expenses. These budgets also include mandatory transfers which are resources set aside to service debt for the fiscal year. Non-mandatory transfers included in the budget are resources transferred to reserves and plant funds at the University’s discretion.

E&G Revenues - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Tuition and Fees	\$	98,752,800	\$	98,296,000	-0.46%
State Appropriations	\$	60,227,700	\$	63,514,400	5.46%
Contracts and IDC	\$	971,400	\$	971,400	0.00%
Sales and Services	\$	950,700	\$	872,500	-8.23%
Other Activities	\$	3,637,230	\$	3,490,910	-4.02%
Athletics (incl student fee)	\$	5,795,770	\$	6,423,890	10.84%
Total Revenues	\$	170,335,600	\$	173,569,100	1.90%

E&G Expenses by Budget Category - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Instruction	\$	83,072,400	\$	77,398,100	-6.83%
Research	\$	4,476,000	\$	1,984,500	-55.66%
Public Service	\$	2,437,200	\$	2,014,100	-17.36%
Academic Support	\$	14,463,900	\$	13,049,300	-9.78%
Student Services	\$	22,504,600	\$	21,290,300	-5.40%
Institutional Support	\$	18,440,100	\$	18,218,200	-1.20%
Oper. & Maint. of Plant	\$	16,389,500	\$	15,514,700	-5.34%
Scholarships & Fellowships	\$	15,697,100	\$	16,194,300	3.17%
Total Expenses	\$	177,480,800	\$	165,663,500	-6.66%

E&G Expenses by Natural Classification - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Salaries and Wages	\$	81,195,228	\$	81,849,210	0.81%
Fringe Benefits	\$	35,920,974	\$	36,609,841	1.92%
Travel	\$	1,664,524	\$	1,638,892	-1.54%
Operating & Utilities	\$	40,594,841	\$	28,482,486	-29.84%
Scholarships & Fellowships	\$	16,474,990	\$	16,751,571	1.68%
Capital	\$	1,630,243	\$	331,500	-79.67%
Total Expenses	\$	177,480,800	\$	165,663,500	-6.66%

E&G Unrestricted Budget Summary - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Beginning Fund Balance	\$	31,094,136	\$	8,146,208	-73.80%
E&G Revenues	\$	170,335,600	\$	173,569,100	1.90%
E&G Expenses	\$	177,480,800	\$	165,663,500	-6.66%
Mandatory Transfers	\$	3,628,700	\$	3,628,700	0.00%
Non-mandatory Transfers	\$	12,510,400	\$	4,277,000	-65.81%
Ending Fund Balance	\$	7,809,836	\$	8,146,108	4.31%

Auxiliary Budget Summary - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Beginning Fund Balance	\$	1,579,064	\$	922,592	-41.57%
Aux Revenues	\$	18,451,800	\$	18,429,100	-0.12%
Aux Expenses	\$	8,017,400	\$	8,032,700	0.19%
Mandatory Transfers	\$	7,068,300	\$	7,082,100	0.20%
Non-mandatory Transfers	\$	3,686,200	\$	3,314,200	-10.09%
Ending Fund Balance	\$	1,258,964	\$	922,692	-26.71%

TOTAL Budget Summary - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21		Proposed Budget FY2021-22		% Change Over Current Estimate
Beginning Fund Balance	\$	32,673,200	\$	9,068,800	-72.24%
Total Revenues	\$	188,787,400	\$	191,998,200	1.70%
Total Expenses	\$	185,498,200	\$	173,696,200	-6.36%
Mandatory Transfers	\$	10,697,000	\$	10,710,800	0.13%
Non-mandatory Transfers	\$	16,196,600	\$	7,591,200	-53.13%
Ending Fund Balance	\$	9,068,800	\$	9,068,800	0.00%

Breakdown of E&G Fund Balance - Current Estimate FY2020-21 and Proposed Budget FY2021-22

Current Estimate FY2020-21				
	Beginning Fund Balance		Ending Fund Balance	
Allocation for Encumbrances	\$	1,643,388	\$	-
Allocation for Working Capital	\$	4,531,370	\$	4,532,700
Special Allocations*	\$	26,205,400	\$	4,536,100
Unallocated Balance	\$	291,700	\$	-
Total E&G Fund Balance	\$	32,671,858	\$	9,068,800
*2% to 5% Reserve	\$	21,450,377	\$	3,613,476
*Student Activity Fee	\$	1,322,338	\$	-
*Technology Access Fee	\$	604,148	\$	-
*Specialized Academic Course Fee	\$	1,900,619	\$	-
Total Special Allocations	\$	25,277,482	\$	3,613,476
*Aux Contingency	\$	927,934	\$	922,592
Proposed Budget FY2021-22				
	Beginning Fund Balance		Ending Fund Balance	
Allocation for Encumbrances	\$	-	\$	-
Allocation for Working Capital	\$	4,532,700	\$	4,532,700
Special Allocations*	\$	4,536,100	\$	4,536,100
Unallocated Balance	\$	-	\$	-
Total E&G Fund Balance	\$	9,068,800	\$	9,068,800
*2% to 5% Reserve	\$	3,613,476	\$	3,613,466
*Student Activity Fee	\$	-	\$	-
*Technology Access Fee	\$	-	\$	-
*Specialized Academic Course Fee	\$	-	\$	-
Total Special Allocations	\$	3,613,476	\$	3,613,466
*Aux Contingency	\$	922,592	\$	922,592

E&G Transfers - Current Estimate FY2020-21 and Proposed Budget FY2021-22

	Current Estimate FY2020-21	Proposed Budget FY2021-22
	<u>Debt Service and Unexpended Plant</u>	
Debt Service Perf Contract	\$ 491,074	\$ 491,074
Debt Service Fitness Center	\$ 1,630,000	\$ 1,630,000
Debt Service Univ Center	\$ 89,460	\$ 89,460
Debt Service Lab Science	\$ 646,673	\$ 646,673
Debt Service Eblen Center	\$ 196,810	\$ 196,810
Deb Service Str Cond	\$ 121,000	\$ 121,000
Facilities Development (fee)	\$ 290,115	\$ 269,115
Parking and Transportation	\$ 1,061,740	\$ 1,061,740
Extraordinary Maintenance	\$ 650,000	\$ 650,000
Tucker Stad Turf	\$ 773,409	
Quillen Lighting	\$ 870,000	
Small Projects	\$ 2,132,111	\$ 345,890
Total Debt Service & Unexp Plant	\$ 8,952,392	\$ 5,501,762
	<u>Renewal and Replacement</u>	
IT Computer Equipment	\$ 77,110	\$ 77,110
Electronic Upgrades	\$ 350,000	\$ 350,000
Equipment - Departments	\$ 880,875	\$ 842,792
Reserves	\$ 744,765	
Strat. Invest & Beautification	\$ 3,000,000	
Anticipate Early Graduation	\$ 1,133,986	\$ 1,133,986
ERP System Replacement	\$ 1,000,000	\$ -
Total R&R	\$ 7,186,736	\$ 2,403,888
GRAND TOTAL All Transfers	\$ 16,139,128	\$ 7,905,650

Reserves - Proposed Budget FY2021-22 - Beginning July 1

	<u>Unexpended Plant</u>
Land Purchases	\$ 2,795,171
New Construction:	
Science Building	\$ 4,752,074
Fitness & Rec Center	\$ 2,803,973
Agriculture Facility	\$ (9,114)
Shipley Farm Hay Barns	\$ 5,235
Football Offices	\$ 512,252
Athletic Pavilion	\$ 735
Chiller - Innovation Hall	\$ 2,300,000
Innovation Residence Hall	\$ 1,000,000
Steam Plant Conversion	\$ 293,617
Parking & Transportation	\$ 4,962,020
Landscaping	\$ 231,337
Residence Hall Rvn & Roof	\$ 1,098,173
Roaden Center Rvn	\$ 559,769
Eblen Center Rvn	\$ 1,690,308
Tucker Stadium Turf	\$ 773,409
Data Center Fire Suppression	\$ 404,459
Cap Quad Steam Line Rep	\$ 922,755
Dixie Steam Line Rep	\$ 116,364
Various Academic Upgrades	\$ 2,398,352
Infrastructure & HVAC	\$ 162,346
Advising Center	\$ 208,391
Campus Gateway Signage	\$ 300,000
Craft Center Housing Roof	\$ 350,000
Quillen Field Lighting Upgrade	\$ 870,000
ERP System Replacement	\$ 1,000,000
Extraordinary Maint	\$ 2,691,813
Lab Science AV Equipment	\$ 1,206,576
Facilities Development Fee	\$ 1,869,920
Band Practice Field	\$ 149,750
Regional Consulting Grp	\$ 517,638
Depts. Small Projects	\$ 147,043
Other Small Projects	\$ 487,308
Total Unexpended Plant	\$ 37,571,673
	<u>Renewal and Replacement</u>
Auxiliary - Housing	\$ 15,274,101
Auxiliary - Other	\$ 15,979,892
Computer Center	\$ 3,098,521
Technology Update	\$ 2,126,325
Telecommunication	\$ 570,915
Printing & Photo Srv	\$ 209,864
Roaden Center	\$ 239,688
Eblen Center	\$ 528,751
Motor Pool	\$ 596,236
Online Fee	\$ 1,111,416
Craft Center R&R	\$ 310,126
Departmental R&R	\$ 83,607
University Reserve	\$ 6,816,677
RR Anticipated Early Graduation	\$ 1,133,986
ERP System Replacement	\$ 1,000,000
Strate. Investment Beautif	\$ 3,000,000
Total R&R	\$ 52,080,105
GRAND TOTAL All Reserves	\$ 89,651,778

FZRJF01 TBR8: 1.1
Form I

Page 1
Run Date 01-MAY-2021
Run Time 01:01 PM

Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2021-22

	Actual 2019-20	October Budget 2020-21	Estimated Budget 2020-21	% Change Over Actual	July Budget 2021-22	% Change Over Actual
Unrestricted Current Fund Balances						
at Beginning of Period						
Allocation for Encumbrances	2,347,579	1,643,400	1,643,400	-30.0	0	-100.0
Allocation for Working Capital	2,914,811	4,532,700	4,532,700	55.5	4,532,700	55.5
Special Allocations	13,339,245	26,205,400	26,205,400	96.5	4,536,100	-66.0
Unallocated Balance	111,100	291,700	291,700	162.6	0	-100.0
Total Unrestricted Current Fund Balances	18,712,735	32,673,200	32,673,200	74.6	9,068,800	-51.5
Revenues						
Education and General						
Tuition and Fees	99,719,243	97,464,900	98,752,800	-01.0	98,296,000	-01.4
State Appropriations	59,784,763	60,227,700	60,227,700	00.7	63,514,400	06.2
Federal Grants and Contracts	1,385,773	869,700	869,700	-37.2	869,700	-37.2
Local Grants and Contracts	10,616	3,200	3,200	-69.9	3,200	-69.9
State Grants and Contracts	201,766	59,400	59,400	-70.6	59,400	-70.6
Private Grants and Contracts	108,043	39,100	39,100	-63.8	39,100	-63.8
Private Gifts	194	0	0	-100.0	0	-100.0
Sales & Services of Educ Activities	743,258	741,200	950,700	27.9	872,500	17.4
Sales & Services of Other Activities	8,275,248	7,729,800	8,045,700	-02.8	8,707,300	05.2
Other Sources	2,627,913	1,301,000	1,387,300	-47.2	1,207,500	-54.1
Total Education and General	172,856,817	168,436,000	170,335,600	-01.5	173,569,100	00.4
Sales & Services of Aux Enterprises						
Sales and Services of Aux Enterprises	18,557,121	18,384,200	18,451,800	-00.6	18,429,100	-00.7
Total Revenues	191,413,938	186,820,200	188,787,400	-01.4	191,998,200	00.3
Expenditures and Transfers						
Education and General						
Instruction	70,928,419	85,825,800	83,072,400	17.1	77,398,100	09.1
Research	2,061,670	4,354,200	4,476,000	117.1	1,984,500	-03.7
Public Service	2,036,262	2,285,600	2,437,200	19.7	2,014,100	-01.1
Academic Support	12,563,977	14,093,200	14,463,900	15.1	13,049,300	03.9
Student Services	19,966,883	21,884,500	22,504,600	12.7	21,290,300	06.6
Institutional Support	14,285,375	17,974,000	18,440,100	29.1	18,218,200	27.5
Operation & Maintenance of Plant	11,729,317	16,154,100	16,389,500	39.7	15,514,700	32.3
Scholarships & Fellowships	14,721,264	15,698,400	15,697,100	06.6	16,194,300	10.0
Total Education and General	148,293,167	178,269,800	177,480,800	19.7	165,663,500	11.7
Mandatory Transfers for:						
Principal & Interest	1,698,836	3,618,700	3,628,700	113.6	3,628,700	113.6
Renewals & Replacements	0	0	0		0	

FZRJF01 TBR8: 1.1
Form I

Page 2
Run Date 01-MAY-2021
Run Time 01:01 PM

Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2021-22

	Actual 2019-20	October Budget 2020-21	Estimated Budget 2020-21	% Change Over Actual	July Budget 2021-22	% Change Over Actual
Loan Fund Matching Grant	0	0	0		0	
Total Mandatory Transfers	1,698,836	3,618,700	3,628,700	113.6	3,628,700	113.6
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	3,489,928	2,858,400	4,916,400	40.9	1,465,800	-58.0
Transfers to Renewal & Replacements	3,867,526	2,696,000	7,186,700	85.8	2,403,900	-37.8
Transfers to Other Funds	1,504,239	602,500	407,300	-72.9	407,300	-72.9
Transfers from Unexpended Plant Fund	0	0	0		0	
Transfers from Renewal & Replacements	0	0	0		0	
Transfers from Other Funds	20,189	0	0	-100.0	0	-100.0
Total Non-Mandatory Transfers	8,881,882	6,156,900	12,510,400	40.9	4,277,000	-51.8
Total Education and General	158,873,885	188,045,400	193,619,900	21.9	173,569,200	09.2
Auxiliary Enterprises Expenditures						
Auxiliary Enterprises Expenditures	6,780,063	7,366,500	8,017,400	18.2	8,032,700	18.5
Total Auxiliary Expenditures	6,780,063	7,366,500	8,017,400	18.2	8,032,700	18.5
Mandatory Transfers for:						
Principal & Interest	4,379,672	6,719,300	7,068,300	61.4	7,082,100	61.7
Renewals & Replacements	0	0	0	00.0	0	00.0
Loan Fund Matching Grant	0	0	0	00.0	0	00.0
Total Mandatory Transfers	4,379,672	6,719,300	7,068,300	61.4	7,082,100	61.7
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	0	0	0	00.0	0	00.0
Transfers to Renewal & Replacements	7,419,866	4,621,600	3,686,200	-50.3	3,314,200	-55.3
Transfers to Other Funds	0	0	0	00.0	0	00.0
Transfers from Unexpended Plant Fund	0	0	0	00.0	0	00.0
Transfers from Renewal & Replacements	0	0	0	00.0	0	00.0
Transfers from Other Funds	0	0	0	00.0	0	00.0
Total Non-Mandatory Transfers	7,419,866	4,621,600	3,686,200	-50.3	3,314,200	-55.3
Total Auxiliary Enterprises	18,579,601	18,707,400	18,771,900	01.0	18,429,000	-00.8
Total Expenditures And Transfers	177,453,486	206,752,800	212,391,800	19.7	191,998,200	08.2
Other						
Prior Period Adjustments	0	0	0	00.0	0	00.0

FZRJF01 TBR8: 1.1
Form I

Page 3
Run Date 01-MAY-2021
Run Time 01:01 PM

Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2021-22

	Actual 2019-20	October Budget 2020-21	Estimated Budget 2020-21	% Change Over Actual	July Budget 2021-22	% Change Over Actual
Other Additions/Deductions	0	0	0	00.0	0	00.0
Total Other	0	0	0	00.0	0	00.0
Unrestricted Current Fund Balances at End of Period						
Allocation for Encumbrances	1,643,388	0	0	-100.0	0	-100.0
Allocation for Working Capital	4,532,685	4,532,700	4,532,700	00.0	4,532,700	00.0
Special Allocations	26,205,416	8,207,900	4,536,100	-82.7	4,536,100	-82.7
Unallocated Balance	291,698	0	0	-100.0	0	-100.0
Total Unrestricted Current Fund Balances	32,673,187	12,740,600	9,068,800	-72.2	9,068,800	-72.2

FZRJF01 TBR8: 1.1
Form I

Page 4
Run Date 01-MAY-2021
Run Time 01:01 PM

Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2021-22
* * * Report Control Information * * *
Parameters have been entered via Job Submission.

Parameter Name	Value
Parameter Seq No:	1826563
Chart:	T
Budget Id:	FY2021
Budget Phase 5:	205A
Budget Phase 2:	212R
Budget Phase 3:	213E
Budget Phase 4:	224P
Fund:	
Begin Page Number:	1
Suppress Zero Amounts:	N

TTU Budget Summary and Budget Analysis Documents

The complete Budget Summary and Budget Analysis documents can be viewed on the Budgeting, Planning, Reporting and Analysis website at:

Direct Link to document – **Summary:**

https://www.tntech.edu/businessoffice/pdf/budget/Budget_Summary_July_21-22.pdf

Direct Link to document – **Analysis:**

https://www.tntech.edu/businessoffice/pdf/budget/Budget_Analysis_Forms_July21-22.pdf

Historical Budget documents (FY2011 through FY2020):

Budget **Summary:** <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>

Budget **Analysis:** <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>



Office of the President

TENNESSEE TECH

May 7, 2021

Submitting on behalf of Tennessee Tech University (TTU) a crosswalk of organizational changes/updates with a proposed implementation date of July 1, 2021, as follows:

Diversity & Inclusion

- Add Diversity & Inclusion as a direct report to the President
- Realign Access & Diversity as a direct report to Diversity & Inclusion
- Realign Diversity Scholarship Program as a direct report to Access & Diversity
- Realign Ethics and Diversity as a direct report to Access & Diversity

Communications & Marketing

- Add Brand Communication as direct report to Communications & Marketing
- Realign Creative Services as direct report to Brand Communication
- Realign Social Media as direct report to Brand Communication
- Rename Interactive Marketing to Interactive Media
- Remove Media Production Services

Intercollegiate Athletics

- Add Faculty Athletics Representative as a direct report to the President and a dotted line to Intercollegiate Athletics
- Add NCAA Certification & Compliance as a direct report to the President and a dotted line to Intercollegiate Athletics
- Add Academic Success/Student-Athlete Welfare as a direct report to Intercollegiate Athletics
- Add Athletic Performance/Strength & Conditioning as a direct report to Intercollegiate Athletics
- Add Athletics Business/Personnel Management as a direct report to Intercollegiate Athletics
- Add Athletics Development as a direct report to Intercollegiate Athletics
- Add Athletics External Relations as a direct report to Intercollegiate Athletics
- Add Golden Eagle Golf Club as a direct report to Intercollegiate Athletics
- Add NCAA Compliance/Senior Woman Administrator as a direct report to Intercollegiate Athletics
- Add Sports Nutrition as a direct report to Intercollegiate Athletics
- Add Sports Information/Broadcasting as a direct report to Intercollegiate Athletics
- Add Sports Medicine/Athletics Training as a direct report to Intercollegiate Athletics

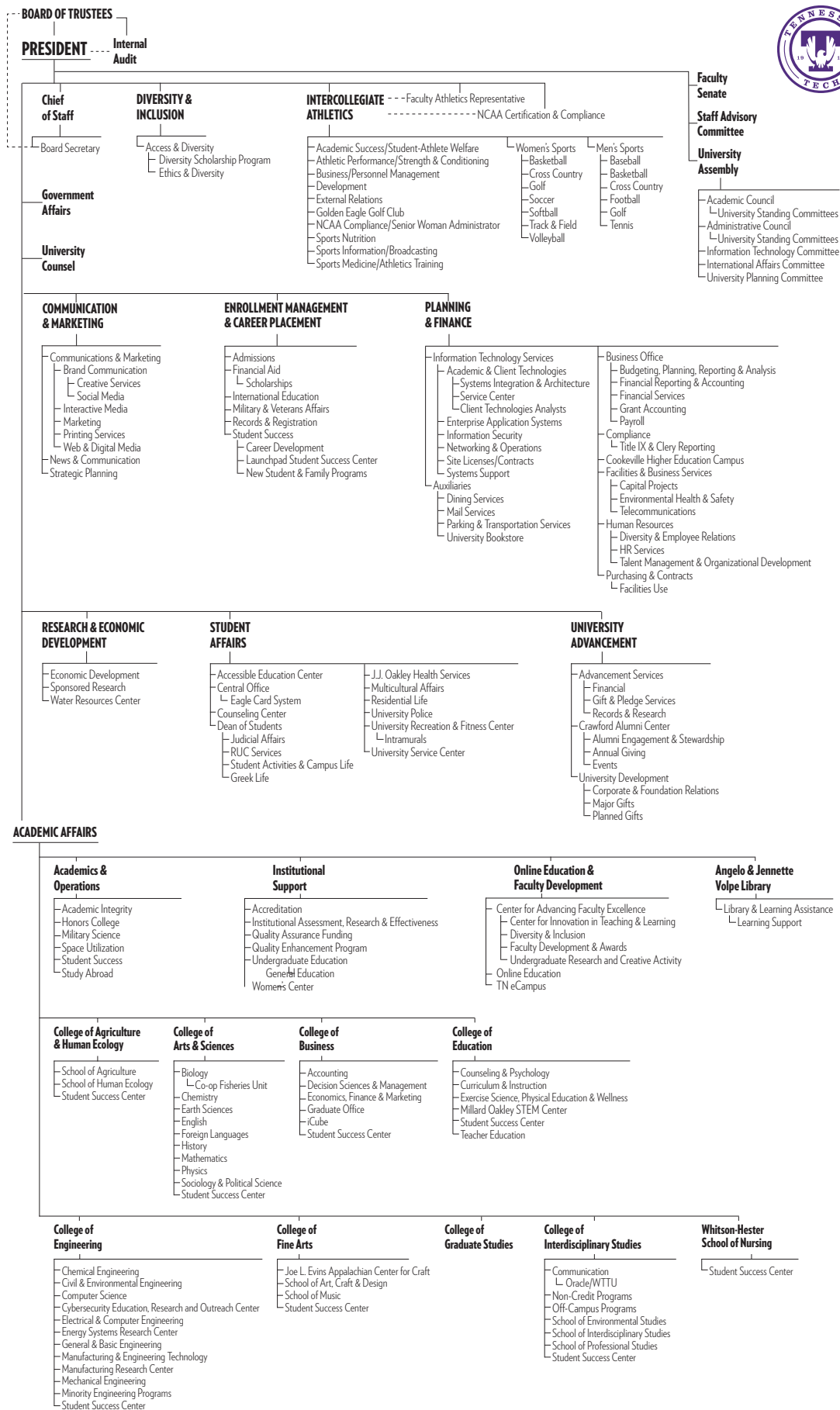
- Add Women's Sports as a direct report to Intercollegiate Athletics
- Add Basketball as a direct report to Women's Sports
- Add Cross Country as a direct report to Women's Sports
- Add Golf as a direct report to Women's Sports
- Add Soccer as a direct report to Women's Sports
- Add Softball as a direct report to Women's Sports
- Add Track & Field as a direct report to Women's Sports
- Add Volleyball as a direct report to Women's Sports
- Add Men's Sports as a direct report to Intercollegiate Athletics
- Add Baseball as a direct report to Men's Sports
- Add Basketball as a direct report to Men's Sports
- Add Cross Country as a direct report to Men's Sports
- Add Football as a direct report to Men's Sports
- Add Golf as a direct report to Men's Sports
- Add Tennis as a direct report to Men's Sports

Student Affairs

- Realign Multicultural Affairs as a direct report to Student Affairs
- Realign University Service Center as a direct report to Student Affairs



Dr. Philip B. Oldham, President





Agenda Item Summary

Date: June 24, 2021

Agenda Item: Disclosed Projects FY 2021-22

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval for FY2021-22 Capital Budget Amendment.

Capital Disclosure: FY2021-22

	SPA	Project	Project Description**	Project Cost	New Sq. Ft.	Funding Source					
						TSSBA	Gifts	Grants	Auxiliary	Gift-in-Place	Plant Funds
1	TTU	Hooper Eblen Center Restroom Upgrades	Upgrade the restrooms and bring them up to present day codes. Replace fixtures, finishes and equipment.	\$ 500,000							\$ 500,000
2	TTU	New Hall South HVAC Upgrade	Upgrade the existing fan coil units in New Hall South so they can operate in dehumidification mode. The work will include controls and control valve upgrades with wireless DDC controls.	\$ 880,000					\$ 880,000		
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

** Provide a duplicate of the Project Description from the DB70 sheet. Additional brief summary comments may be added for support justification.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Hooper Eblen Center Restroom Upgrades
City/County: Cookeville/Putnam

2 Fiscal Year: 2021-2022 **Priority:**

<input type="checkbox"/>	Capital Outlay	New		Reno/Maint
<input type="checkbox"/>	Capital Maintenance		0	0
<input checked="" type="checkbox"/>	Disclosure		0	0
<input checked="" type="checkbox"/>	Designer Required		0.00	0.00
			Gross Sq.Ft.	
			Net Sq.Ft.	
			Cost/Sq.Ft.	

4 Project Description:
 Upgrade the restrooms and bring them up to present day codes. Replace fixtures, finishes and equipment.

Proj. Type: Maintenance If new const., is it in the Master Plan: Will the project add to E&G area?: No

5 Total Project	This Request	Estimated Building Construction Cost:	0
400,000	400,000	Building Construction	
0	0	Site & Utilities	
0	0	Built-in Equipment	
400,000	400,000	Bid Target	
40,000	40,000	Contingency:	10.00 10.00 percent
440,000	440,000	MACC (Maximum Allowable Construction Cost)	
42,840	42,840	Fee:	35/LogP-1.15= 9.73638829
0	0	Movable Equipment	Renovation
0	0	first other	
0	0	second other	
17,160	17,160	Administration & Miscellaneous	
500,000	500,000	Total Cost	

6 Funding Request:	THIS REQUEST
500,000	500,000
0	0
0	0
	STATE funds
	FEDERAL funds
	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
500,000	0	

8 SBC Action: If an existing project, SBC Project No.: NA

Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: New Hall South HVAC Upgrade
City/County: Cookeville/Putnam

2 Fiscal Year: **Priority**

<input type="checkbox"/>	Capital Outlay	New		Reno/Maint
<input type="checkbox"/>	Capital Maintenance		<input type="text" value="0"/>	<input type="text" value="0"/>
<input checked="" type="checkbox"/>	Disclosure		<input type="text" value="0"/>	<input type="text" value="0"/>
<input checked="" type="checkbox"/>	Designer Required		<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
		Gross Sq.Ft.		
		Net Sq.Ft.		
		Cost/Sq.Ft.		

4 Project Description:
 Upgrade the existing fan coil units in New Hall South so they can operate in dehumidification mode. The work will include controls and control valve upgrades with wireless DDC controls.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?:

5	Total Project	This Request	Estimated Building Construction Cost:	<input type="text" value="0"/>
	650,000	650,000	Building Construction	
	0	0	Site & Utilities	
	0	0	Built-in Equipment	
	650,000	650,000	Bid Target	
	65,000	65,000	Contingency:	10.00 percent
	715,000	715,000	MACC (Maximum Allowable Construction Cost)	
	66,494	66,494	Fee:	9.29999018 <input type="text" value="Renovation"/>
	0	0	Movable Equipment	
	70,000	70,000	first other	Commissioning
	0	0	second other	
	28,506	28,506	Administration & Miscellaneous	
	880,000	880,000	Total Cost	

6 Funding Request: THIS REQUEST

0	0	STATE funds	0
0	0	FEDERAL funds	0
880,000	880,000	Local and Institutional Funds	Plant Funds (Aux-Housing)

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project	880,000	Plant Funds (Aux-Housing)
880,000	0	
plus This Request	0	
880,000	0	

8 SBC Action: If an existing project, SBC Project No.:
 Action Date: SBC Action:

9 Designer:



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Capital Budget FY2022-23

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval for the FY2022-23 capital budget requests.

CAPITAL OUTLAY REQUEST FY 2022-23 thru 2026-27

FY	Priority	SPA	Project Name	Project Description**	Project Type	New Square Footage	Reno. Or Replaced SF	A	B	C = B / A	D = A - B
								Project Cost	Committed External Funds	Percent Match	State Funds Request
2022-23	1	TTU	Johnson Hall Renovation	Complete Renovation of Johnson Hall and demolition of Foster Hall.	Major Renovation	-	68,171	\$20,000,000	\$800,000	4%	\$19,200,000
2022-23	2									0%	\$0
2022-23	3									0%	\$0
2022-23	4									0%	\$0
2022-23	5									0%	\$0

** Provide a duplicate of the Project Description from the DB70 sheet. Additional brief summary comments may be added for support justification.

Out-Years

FY	Priority	Institution	Project Name	Project Description	Project Type	New Square Footage	Reno. Or Replaced Square Footage	Project Cost	Committed External Funds	Percent Match	State Funds Request
2023-24	1	TTU	Academic Classroom Building	Demolish Matthews/Daniel Hall. Construct new academic classroom building on same site. Renovate the adjacent Crawford Hall and connect to the new building.	Major Renovation	21,700	42,042	\$22,000,000	\$1,440,000	7%	\$20,560,000
2023-24	2									0%	\$0
2023-24	3									0%	\$0
2023-24	4									0%	\$0
2023-24	5									0%	\$0
2024-25	1	TTU	Renovate Prescott and Brown Halls	Complete renovation of Prescott and Brown Halls.	Major Renovation		166,956	\$55,000,000	\$2,200,000	4%	\$52,800,000
2024-25	2									0%	\$0
2024-25	3									0%	\$0
2024-25	4									0%	\$0
2024-25	5									0%	\$0
2025-26	1	TTU	Academic Wellness Center Upgrades & Repurpose	Complete renovation of the Academic Wellness Center.	Major Renovation		84,227	\$15,500,000	\$620,000	4%	\$14,880,000
2025-26	2									0%	\$0
2025-26	3									0%	\$0
2025-26	4									0%	\$0
2025-26	5									0%	\$0
2026-27	1	TTU	Engineering Building #2	New engineering building for Mechanical Engineering and Manufacturing & Engineering Technology.	New Construction	100,000		\$65,000,000	\$5,200,000	8%	\$59,800,000
2026-27	2									0%	\$0
2026-27	3									0%	\$0
2026-27	4									0%	\$0
2026-27	5									0%	\$0

Capital Maintenance Request: FY2022-23

Governing Board:
2022-23 Maintenance Allocation:

Tennessee Tech
\$9,328,000

Fiscal Year	Priority*	Institution	Project	Project Cost	Project Description
2022-23	1	TTU	Craft Center HVAC Upgrades	\$ 1,140,000	Replace air handlers and fan coil units in the Administration & Gallery building, and replace pipe insulation in Administration & Gallery, Glass & Metals, Cool Wing and Clay buildings. Install a generator to provide power to the sprinkler system fire pump during power outages. Relocate the fire pump and bring it up to present day codes.
2022-23	2	TTU	Craft Center Generator and Fire Pump Upgrades	\$ 500,000	Provide building systems and related space upgrades.
2022-23	3	TTU	Foundation Hall Upgrades	\$ 6,000,000	Replace air handlers one and three, and the air handler serving Which Wich. Clean the ductwork on air handler two.
2022-23	4	TTU	Roaden University Center HVAC Upgrades	\$ 500,000	

2022-23	5 TTU	Elevator Upgrades	\$ 750,000	Upgrades will be made to several elevators on campus. Upgrades will include, but not be limited to, door restrictors, cylinder replacements, power unit upgrades, controls and cab refurbishments for safer operability.
2022-23	6 TTU	Stormwater System Repairs	\$ 500,000	Repair underground stormwater piping in the campus area west of Willow Avenue.
2022-23	7			
2022-23	8			
2022-23	9			
2022-23	10			

Total Project Cost \$ 9,390,000

* Requests are not limited to 10. Insert more rows if there are more projects to recommend. Total costs must fall within allocation.

Capital Maintenance Out-Years: FY 2023-24 through 2026-27

Fiscal Year	Priority	Institution	Project	Project Cost	Project Description
2023-24		1			
2023-24		2			
2023-24		3			
2023-24		4			
2023-24		5			
2023-24		6			
2023-24		7			
2023-24		8			
2023-24		9			
2023-24		10			

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Johnson Hall Renovation
City/County: Cookeville/Putnam

2 Fiscal Year: 2022-2023 **Priority:** 1

		New		Reno/Maint
<input checked="" type="checkbox"/>	Capital Outlay			
<input type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.	68,171
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.	63,095
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.	208.75

4 Project Description:
 Complete renovation of Johnson Hall, demolition of Foster Hall and relocation/upgrade of associated utilities and underground infrastructure.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?:

5	Total Project	This Request	Estimated Building Construction Cost:
	13,200,000	13,200,000	14,230,696
	1,030,000	1,030,000	
	0	0	
	14,230,000	14,230,000	
	1,423,000	1,423,000	
	15,653,000	15,653,000	
	1,132,943	1,132,943	
	2,380,000	2,380,000	
	40,000	40,000	
	0	0	
	794,057	794,057	
	20,000,000	20,000,000	

Building Construction
 Site & Utilities
 Built-in Equipment
Bid Target
 Contingency: 10.00 percent
MACC (Maximum Allowable Construction Cost)
 Fee: 35/LogP-1.15= 7.23786809
 Movable Equipment
 first other Haz. Mat. & Env. Consultant
 second other
 Administration & Miscellaneous
Total Cost

6 Funding Request:	THIS REQUEST
19,200,000	19,200,000
0	0
800,000	800,000

STATE funds
 FEDERAL funds
 Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
20,000,000	0	

8 SBC Action: If an existing project, SBC Project No.:
 Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Craft Center HVAC Upgrades
City/County: Smithville/Dekalb

2 Fiscal Year: 2022-2023 **Priority:** 1

		New			Reno/Maint	
<input type="checkbox"/>	Capital Outlay					
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.		0	
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.		0	
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.		0.00	

4 Project Description:
 Replace air handlers and fan coil units in the Administration & Gallery building, and replace pipe insulation in Administration & Gallery, Glass & Metals, Cool Wing and Clay buildings.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?

5	Total Project	This Request	Estimated Building Construction Cost:	
	910,000	910,000		0
	0	0	Building Construction	
	0	0	Site & Utilities	
	0	0	Built-in Equipment	
	910,000	910,000	Bid Target	
	91,000	91,000	Contingency:	10.00 10.00 percent
	1,001,000	1,001,000	MACC (Maximum Allowable Construction Cost)	
	90,288	90,288	Fee:	35/LogP-1.15= 9.01981128 <input type="text" value="Renovation"/>
	0	0	Movable Equipment	
	0	0	first other	
	0	0	second other	
	49,794	49,794	Administration & Miscellaneous	
	1,141,082	1,141,082	Total Cost	

6 Funding Request:	THIS REQUEST
1,141,082	1,141,082
0	0
0	0
	STATE funds
	FEDERAL funds
	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
1,141,082	0	

8 SBC Action: If an existing project, SBC Project No.:
 Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Craft Center Generator and Fire Pump Upgrades
City/County: Smithville/Dekalb

2 Fiscal Year: 2022-2023 **Priority:** 2

		New		Reno/Maint
<input type="checkbox"/>	Capital Outlay			
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.	0
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.	0
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:
 Install a generator to provide power to the sprinkler system fire pump during power outages. Relocate the fire pump and bring it up to present day codes.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?

5	Total Project	This Request	Estimated Building Construction Cost:
	400,000	400,000	0
	0	0	
	0	0	
	400,000	400,000	
	40,000	40,000	10.00 percent
	440,000	440,000	MACC (Maximum Allowable Construction Cost)
	42,840	42,840	Fee: 35/LogP-1.15= 9.73638829 <input type="text" value="Renovation"/>
	0	0	Movable Equipment
	0	0	first other
	0	0	second other
	17,160	17,160	Administration & Miscellaneous
	500,000	500,000	Total Cost

6 Funding Request:	THIS REQUEST
500,000	500,000
0	0
0	0
	STATE funds
	FEDERAL funds
	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
500,000	0	

8 SBC Action: If an existing project, SBC Project No.:
 Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Foundation Hall Upgrades
City/County: Cookeville/Putnam

2 Fiscal Year: 2022-2023 **Priority:** 3

		New		Reno/Maint
<input type="checkbox"/>	Capital Outlay			
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.	134,228
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.	0
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:
 Provide building systems and related space upgrades.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?:

5	Total Project	This Request	Estimated Building Construction Cost:
	4,750,000	4,750,000	0
	0	0	
	0	0	
	4,750,000	4,750,000	
	475,000	475,000	10.00 10.00 percent
	5,225,000	5,225,000	MACC (Maximum Allowable Construction Cost)
	410,542	410,542	Fee: 7.85727765 <input type="text" value="Renovation"/>
	0	0	Movable Equipment
	30,000	30,000	first other <i>Haz. Mat. & Env. Consultant</i>
	30,000	30,000	second other <i>AV Consultants</i>
	304,458	304,458	Administration & Miscellaneous
	6,000,000	6,000,000	Total Cost

6 Funding Request:	THIS REQUEST
6,000,000	6,000,000
0	0
0	0
	STATE funds
	0 FEDERAL funds
	0 Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
6,000,000	0	

8 SBC Action: If an existing project, SBC Project No.:

Action Date: SBC Action:

9 Designer:

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Roaden University Center HVAC Upgrades
City/County: Cookeville/Putnam

2 Fiscal Year: 2022-2023 **Priority:** 4

		New			Reno/Maint	
<input type="checkbox"/>	Capital Outlay					
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.		0	
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.		0	
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.		0.00	

4 Project Description:

Replace air handlers one and three, and the air handler serving Which Wich. Clean the ductwork on air handler two.

Proj. Type: If new const., is it in the Master Plan? Yes Will the project add to E&G area? Yes

5	Total Project	This Request	Estimated Building Construction Cost:	
	380,000	380,000		0
	0	0	Building Construction	
	0	0	Site & Utilities	
	0	0	Built-in Equipment	
	380,000	380,000	Bid Target	
	38,000	38,000	Contingency:	10.00 10.00 percent
	418,000	418,000	MACC (Maximum Allowable Construction Cost)	
	40,900	40,900	Fee:	9.78489714 <input type="text"/> Renovation
	0	0	Movable Equipment	
	0	0	first other	
	0	0	second other	
	41,100	41,100	Administration & Miscellaneous	
	500,000	500,000	Total Cost	

6 Funding Request:	THIS REQUEST
500,000	500,000
0	0
0	0
	STATE funds
	FEDERAL funds
	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
500,000	0	

8 SBC Action: If an existing project, SBC Project No.: NA

Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Elevator Upgrades
City/County: Cookeville/Putnam

2 Fiscal Year: 2022-2023 **Priority:** 5

		New			Reno/Maint	
<input type="checkbox"/>	Capital Outlay					
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.		0	
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.		0	
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.		0.00	

4 Project Description:
 Upgrades will be made to several elevators on campus. Upgrades will include, but not be limited to, door restrictors, cylinder replacements, power unit upgrades, controls and cab refurbishments for safer operability.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?

5	Total Project	This Request	Estimated Building Construction Cost:	
	575,000	575,000		0
	0	0	Building Construction	
	0	0	Site & Utilities	
	0	0	Built-in Equipment	
	575,000	575,000	Bid Target	
	57,500	57,500	Contingency:	10.00 10.00 percent
	632,500	632,500	MACC (Maximum Allowable Construction Cost)	
	59,495	59,495	Fee:	9.40645681 <input type="text" value="Renovation"/>
	0	0	Movable Equipment	
	0	0	first other	
	0	0	second other	
	58,005	58,005	Administration & Miscellaneous	
	750,000	750,000	Total Cost	

6 Funding Request:	THIS REQUEST
750,000	750,000
0	STATE funds
0	FEDERAL funds
0	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
750,000	0	

8 SBC Action: If an existing project, SBC Project No.: NA
 Action Date: SBC Action:

9 Designer: Unassigned

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: TTU
Project: Stormwater System Repairs
City/County: Cookeville/Putnam

2 Fiscal Year: 2022-2023 **Priority:** 6

		New			Reno/Maint	
<input type="checkbox"/>	Capital Outlay					
<input checked="" type="checkbox"/>	Capital Maintenance	0	Gross Sq.Ft.		0	
<input type="checkbox"/>	Disclosure	0	Net Sq.Ft.		0	
<input checked="" type="checkbox"/>	Designer Required	0.00	Cost/Sq.Ft.		0.00	

4 Project Description:
 Repair underground stormwater piping in the campus area west of Willow Avenue.

Proj. Type: If new const., is it in the Master Plan: Will the project add to E&G area?:

5	Total Project	This Request	Estimated Building Construction Cost:	
	400,000	400,000		0
	0	0	Building Construction	
	0	0	Site & Utilities	
	0	0	Built-in Equipment	
	400,000	400,000	Bid Target	
	40,000	40,000	Contingency:	10.00 10.00 percent
	440,000	440,000	MACC (Maximum Allowable Construction Cost)	
	42,840	42,840	Fee:	35/LogP-1.15= 9.73638829 <input type="text" value="Renovation"/>
	0	0	Movable Equipment	
	0	0	first other	
	0	0	second other	
	17,160	17,160	Administration & Miscellaneous	
	500,000	500,000	Total Cost	

6 Funding Request:	THIS REQUEST
500,000	500,000
0	0
0	0
	STATE funds
	FEDERAL funds
	Local and Institutional Funds

7 Previous SBC Approved Funding:	fund year	description
already approved for existing SBC project	0	
0	0	
plus This Request	0	
500,000	0	

8 SBC Action: If an existing project, SBC Project No.:
 Action Date: SBC Action:

9 Designer: Unassigned



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Maintenance & Mandatory Fees

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS:

Recommendation of Tennessee Tech's FY2021-22 maintenance and mandatory fees.

Tennessee Tech University Proposed Maintenance Fee Increase Analysis For FTE Hours and Per Credit Hour

Fee Description	For FTE				Per Credit Hour			
	Fall 2021	Fall 2022	\$ Increase	% Increase	Fall 2021	Fall 2022	\$ Increase	% Increase
Undergraduate Maintenance*								
In-State Tuition (Prior Fall 2020)	4,020.00	4,098.00	78.00	1.94%	319.00	325.00	6.00	1.88%
In-State Tuition Over Base (Prior Fall 2020)					64.00	66.00	2.00	3.13%
In-State Tuition (Flat Rate Model)	4,530.00	4,620.00	90.00	1.99%	319.00	325.00	6.00	1.88%
Graduate Maintenance*								
In-State Tuition	5,344.00	5,448.00	104.00	1.95%	514.00	524.00	10.00	1.95%
In-State Tuition Over Base					102.00	104.00	2.00	1.96%
TN eCampus Fees**								
TN eCampus Tuition (Undergraduate)					319.00	325.00	6.00	1.88%
TN eCampus Course Fee (Undergraduate)					128.00	130.00	2.00	1.56%
TN eCampus Tuition (Graduate)					514.00	514.00	-	0.00%
TN eCampus Course Fee (Graduate)					128.00	130.00	2.00	1.56%
Out-of-State Tuition (Domestic)***								
Out-of-State Tuition (Undergraduate)	2,100.00	2,100.00	-	0.00%	140.00	140.00	-	0.00%
Out-of-State Tuition (Graduate)	1,680.00	1,680.00	-	0.00%	140.00	140.00	-	0.00%
Out-of-State Tuition (International)****								
Out-of-State Tuition (Undergraduate)	6,874.00	6,874.00	-	0.00%	661.00	661.00	-	0.00%
Out-of-State Tuition Overbase (Undergraduate)					132.00	132.00	-	0.00%
Out-of-State Tuition (Graduate)	7,550.00	7,550.00	-	0.00%	726.00	726.00	-	0.00%
Out-of-State Tuition Overbase (Graduate)					145.00	145.00	-	0.00%
TTU Online and Alternate Delivery Fee**								
Online and Alternate Delivery Fee					128.00	130.00	2.00	1.56%

* Base hours for undergraduate is 12 hours and graduate is 10 hours. FTE for Undergraduate is 15 Hours and 12 Hours for Graduate. FTE for Flat Rate Model is 12 hours.

** Charges are by credit hour with no maximum.

*** Charged in addition to In-State Tuition for U.S. citizen out-of-state residents. Flat rate for UG FTE at 12 hours and GR FTE at 10 hours.

**** Charged in addition to In-State Tuition for non U.S. citizens. Base hours for undergraduate is 12 hours and graduate is 10 hours. FTE for Undergraduate is 15 Hours and 12 Hours for Graduate

June 24, 2021 Audit & Business Committee Materials - Maintenance & Mandatory Fees

Institutions	2020-21			2021-22			2021-22 Percent Increases			2021-22 Total Fees			Are these fees compliant with the THEC tuition and tuition and mandatory fee ranges?	
	Maintenance Fee per SCH ¹	Maintenance Fee	Mandatory Fee	Combined	Maintenance Fee per SCH ²	Total Mandatory Fee	Combined	Maintenance Fee	Mandatory Fee	Combined	Maintenance Fee	Mandatory Fee		Combined
Tennessee Tech (Flat Rate Model)	\$ 302	\$ 9,060	\$ 1,278	\$ 10,338	\$ 308	\$ 1,282	\$ 10,522	1.99%	0.31%	1.78%	\$ 9,240	\$ 1,282	\$ 10,522	Compliant

1 - For all flat rate models, THEC divides the flat rate for tuition by 15 credit hours (the THEC definition for full-time status). This becomes the institution's maintenance fee per SCH.
 2 - For all flat rate models, please divide the flat rate by 30 to determine the maintenance fee per SCH.

June 24, 2021 Audit & Business Committee Materials - Maintenance & Mandatory Fees

Institution	2020-21		2020-21			2021-22			2021-22 Percent Increases			2021-22 Total Fees			Are these fees compliant with the THEC tuition and tuition and mandatory fee ranges?	
	Maintenance Fee per SCH (1-12)	Maintenance Fee per SCH (12+)	Maintenance Fee	Mandatory Fee	Combined	Maintenance Fee per SCH (1-12)	Maintenance Fee per SCH (12+)	Mandatory Fee	Maintenance Fee	Mandatory Fee	Combined	Maintenance Fee	Mandatory Fee	Combined		
Tennessee Tech (Admitted prior to Fall 2020)	\$ 319	\$ 64	\$ 8,040	\$ 1,278	\$ 9,318	\$ 325	\$ 66	\$ 1,282	1.94%	0.31%	1.72%	\$ 8,196	\$ 1,282	\$ 9,478	Compliant	Compliant

June 24, 2021 Audit & Business Committee Materials - Maintenance & Mandatory Fees

2021-22 Guidance Tuition Ranges¹
 2021-22 Maintenance and Mandatory Fee Increase Scenario and Comparison - 2.00% Limit

Institutions	2020-21			2021-22 Maximums			Combined Increase	Combined % Increase	2021-22 Binding Ranges				Expected Maintenance	Compliant?	Expected Maint. & Mand.	Compliant?
	Maintenance Fee	Mandatory Fee	Combined	Maintenance Fee	Mandatory Fee	Combined			Minimum	Maximum	Maintenance Fee	Maintenance + Mandatory Fees				
Austin Peay	\$ 7,044	\$ 1,583	\$ 8,627	\$ 7,185	\$ 1,615	\$ 8,800	\$ 173	2.00%	\$0 or Less	\$ 141	\$0 or Less	\$ 173	\$ -	Compliant	\$ -	Compliant
East Tennessee	\$ 7,572	\$ 1,919	\$ 9,491	\$ 7,723	\$ 1,957	\$ 9,681	\$ 190	2.00%	\$0 or Less	\$ 151	\$0 or Less	\$ 190	\$ -	Compliant	\$ -	Compliant
Middle Tennessee	\$ 7,554	\$ 1,870	\$ 9,424	\$ 7,705	\$ 1,907	\$ 9,612	\$ 188	2.00%	\$0 or Less	\$ 151	\$0 or Less	\$ 188	\$ -	Compliant	\$ -	Compliant
Tennessee State	\$ 7,026	\$ 1,157	\$ 8,183	\$ 7,167	\$ 1,180	\$ 8,347	\$ 164	2.00%	\$0 or Less	\$ 141	\$0 or Less	\$ 164	\$ -	Compliant	\$ -	Compliant
Tennessee Tech (Admitted prior to Fall 2020)	\$ 8,040	\$ 1,278	\$ 9,318	\$ 8,201	\$ 1,304	\$ 9,504	\$ 186	2.00%	\$0 or Less	\$ 161	\$0 or Less	\$ 186	\$ 8,196	Compliant	\$ 8,196	Compliant
Tennessee Tech (Flat Rate Model)	\$ 9,060	\$ 1,278	\$ 10,338	\$ 9,241	\$ 1,304	\$ 10,545	\$ 207	2.00%	\$0 or Less	\$ 181	\$0 or Less	\$ 207	\$ 9,240	Compliant	\$ 10,522	Compliant
University of Memphis (Undergrad Non-Guaranteed)	\$ 8,208	\$ 1,704	\$ 9,912	\$ 8,372	\$ 1,738	\$ 10,110	\$ 198	2.00%	\$0 or Less	\$ 164	\$0 or Less	\$ 198	\$ -	Compliant	\$ -	Compliant
University of Memphis (Undergrad Guaranteed) ³	\$ 8,232	\$ 1,704	\$ 9,936	\$ 8,397	\$ 1,738	\$ 10,135	\$ 199	2.00%	\$0 or Less	\$ 165	\$0 or Less	\$ 199	\$ -	Compliant	\$ -	Compliant
Chattanooga	\$ 4,242	\$ 326	\$ 4,568	\$ 4,327	\$ 333	\$ 4,659	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Cleveland	\$ 4,242	\$ 306	\$ 4,548	\$ 4,327	\$ 312	\$ 4,639	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Columbia	\$ 4,242	\$ 340	\$ 4,582	\$ 4,327	\$ 347	\$ 4,674	\$ 92	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 92	\$ -	Compliant	\$ -	Compliant
Dyersburg	\$ 4,242	\$ 306	\$ 4,548	\$ 4,327	\$ 312	\$ 4,639	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Jackson	\$ 4,242	\$ 292	\$ 4,534	\$ 4,327	\$ 298	\$ 4,625	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Molloy	\$ 4,242	\$ 312	\$ 4,554	\$ 4,327	\$ 318	\$ 4,645	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Nashville	\$ 4,242	\$ 262	\$ 4,504	\$ 4,327	\$ 267	\$ 4,594	\$ 90	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 90	\$ -	Compliant	\$ -	Compliant
Northeast	\$ 4,242	\$ 318	\$ 4,560	\$ 4,327	\$ 324	\$ 4,651	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Pellissippi	\$ 4,242	\$ 346	\$ 4,588	\$ 4,327	\$ 353	\$ 4,680	\$ 92	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 92	\$ -	Compliant	\$ -	Compliant
Roane	\$ 4,242	\$ 310	\$ 4,552	\$ 4,327	\$ 316	\$ 4,643	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Southwest	\$ 4,242	\$ 326	\$ 4,568	\$ 4,327	\$ 333	\$ 4,659	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Volunteer	\$ 4,242	\$ 300	\$ 4,542	\$ 4,327	\$ 306	\$ 4,633	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
Walters	\$ 4,242	\$ 295	\$ 4,537	\$ 4,327	\$ 301	\$ 4,628	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91	\$ -	Compliant	\$ -	Compliant
UT Chattanooga (UG - Soar in Four) ⁴	\$ 7,836	\$ 1,820	\$ 9,656	\$ 7,993	\$ 1,856	\$ 9,849	\$ 193	2.00%	\$0 or Less	\$ 157	\$0 or Less	\$ 193	\$ -	Compliant	\$ -	Compliant
UT Chattanooga (UG - Returning)	\$ 7,060	\$ 1,820	\$ 8,880	\$ 7,201	\$ 1,856	\$ 9,058	\$ 178	2.00%	\$0 or Less	\$ 141	\$0 or Less	\$ 178	\$ -	Compliant	\$ -	Compliant
UT Knoxville	\$ 11,332	\$ 1,932	\$ 13,264	\$ 11,559	\$ 1,971	\$ 13,529	\$ 265	2.00%	\$0 or Less	\$ 227	\$0 or Less	\$ 265	\$ -	Compliant	\$ -	Compliant
UT Martin	\$ 8,214	\$ 1,534	\$ 9,748	\$ 8,378	\$ 1,565	\$ 9,943	\$ 195	2.00%	\$0 or Less	\$ 164	\$0 or Less	\$ 195	\$ -	Compliant	\$ -	Compliant
TN Colleges of Applied Tech	\$ 3,687	\$ 249	\$ 3,936	\$ 3,761	\$ 254	\$ 4,015	\$ 79	2.00%	\$0 or Less	\$ 74	\$0 or Less	\$ 79	\$ -	Compliant	\$ -	Compliant
University Avg⁵	\$ 8,107	\$ 1,644	\$ 9,751	\$ 8,269	\$ 1,677	\$ 9,946	\$ 195	2.00%	\$0 or Less	\$ 162	\$0 or Less	\$ 195				
Community College Avg	\$ 4,242	\$ 311	\$ 4,553	\$ 4,327	\$ 317	\$ 4,644	\$ 91	2.00%	\$0 or Less	\$ 85	\$0 or Less	\$ 91				

1 - Tuition ranges are guidance until such time that the General Assembly approves a FY22 budget and the Higher Education Commission approves binding ranges.

2 -

3 - Beginning in 2019-20, the University of Memphis began to offer a "guaranteed tuition" option to undergraduate students. All incoming first-time, full-time freshmen will be eligible to enroll in the guaranteed tuition plan, which guarantees the Fall 2019 tuition rate for eight consecutive regular semesters if they take at least 12 student credit hours per semester.

4 - Beginning in 2019-20, first-time, full-time students enrolled at UT Chattanooga will pay a flat rate for 15 credit hours per semester, regardless of how many hours taken. Returning and part-time students will be charged a flat rate for 12 credit hours per semester, regardless of how many hours are taken.

5 - This average incorporates a weighted tuition for Tennessee Tech, University of Memphis and UT Chattanooga students to reflect differentiated tuition levels.

Tennessee Tech University
Fee Proposal Summary
FY2021-2022

MANDATORY FEES:

Program Service Fee (Student Mental Health and Wellness Component)	\$5.00 max/sem	\$ 38,164
Total Increase Per Fee Proposal		<u>\$ 38,164</u>

TENNESSEE TECH UNIVERSITY
PROPOSED FEE CHANGES
2021-22

Description	Rates			Annual Revenue Impact of Fee Change	Prior Fee Increases	Justification
	Current 2020-21	Proposed 2021-22	Increase			
MANDATORY FEES:						
Student Mental Health and Wellness <i>(To be included as a component of the Program Service Fee, charged hourly and reaching a maximum at 6 hours)</i>	\$3.00 max/sem	\$5.00 max/sem	\$2.00	\$38,164	2018-19-94 \$3.00 max/sem	*Students seen by Counseling Center per academic year has increase 182% from 2008-2020. *Additional solution focused, breif-treatment session model, and psycho-education groups * Addiction workshops and suicide prevention workshops.
		Part-time per hour fee to be included with Program Service Fee per hour rate				

**Tennessee Tech University
Proposed Program Service Fee Breakdown
Fall 21, Spring 22, and Summer 22**

<u>Program Service Fee Components</u>	<u>Description</u>	<u>Amount Per Semester</u>	<u>Amount Per Credit Hour</u>
	Student Activity Fee		
	Fitness Center	\$ 48.00	\$ 8.00
	Athletics Fee	\$ 248.00	\$ 42.00
	Mental Health Wellness	\$ 5.00	\$ 0.83
	Technology Access Fee	\$ 130.00	\$ 22.00
	Debt Service Fee	\$ 29.00	\$ 5.00
	Debt Service Fitness	\$ 100.00	\$ 17.00
	Facilities Fee	\$ 51.00	\$ 8.50
	Solo Fee	\$ 4.50	\$ 0.75
	Superfund	\$ 25.50	\$ 4.25
		\$ 641.00 @ 6 hrs.	\$ 108.00 rounded

6



State of Tennessee

PUBLIC CHAPTER NO. 614

SENATE BILL NO. 1665

By Dickerson, Gresham, Yarbrow

Substituted for: House Bill No. 1684

By Smith, Ragan, Daniel, Moody, Hardaway, Terry, Towns

AN ACT to amend Tennessee Code Annotated, Title 49, Chapter 11; Title 49, Chapter 7; Title 49, Chapter 8 and Title 49, Chapter 9, relative to higher education.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 49, Chapter 7, is amended by adding the following language as a new part:

49-7-1601.

This part shall be known and may be cited as the "Tuition Transparency and Accountability Act."

49-7-1602.

As used in this part:

(1) "Board" means the trustees of the University of Tennessee or a state university board, as applicable;

(2) "Cost of attendance" means the combined cost of tuition, mandatory fees, room and board, books, and other educational expenses as determined by the financial aid office of the postsecondary institution;

(3) "Predictive cost estimate" means a non-binding estimated cost of attending an undergraduate program at the postsecondary institution based on a student's chosen field of study over a four-year period. A predictive cost estimate may include, but is not limited to, potential tuition and mandatory fee increases, projected increases in tuition based on a student's chosen field of study, and historical trend data; and

(4) "Tuition and mandatory fees" means the charges imposed to attend the relevant institution of higher education as an in-state undergraduate student and all fees required as a condition of enrollment as determined by the board. "Tuition and mandatory fees" does not include fees charged to out-of-state students by institutions of higher education, room and board, or other non-mandatory fees and charges.

49-7-1603.

(a) At least fifteen (15) days prior to holding a meeting to adopt an increase in tuition and mandatory fees, a board shall give public notice of the proposed tuition and mandatory fee increase as an action item on the board's meeting agenda. Individuals shall be permitted to provide comments during the fifteen-day period. The public notice of the proposed tuition and mandatory fee increase shall, at a minimum, include:

(1) An explanation for the proposed tuition and mandatory fee increase;

(2) A statement specifying the purposes for which revenue derived from the tuition and mandatory fee increase will be used; and

SB 1665

(3) A description of the efforts to mitigate the effect of the tuition and mandatory fee increase on students.

(b)(1) By January 1, 2019, each board shall develop a list of factors that shall be considered when developing recommendations to increase tuition and mandatory fees. The factors shall include, at a minimum, the level of state support; total cost of attendance; and efforts to mitigate the financial effect on students.

(2) Each state university and each campus in the University of Tennessee system shall post on its website a summary of the recommendations pursuant to subdivision (b)(1).

49-7-1604.

By February 1 of each year, each governing board shall provide a report to the office of legislative budget analysis, for distribution to the general assembly, with information regarding expenditures of revenues derived from any tuition and fees increase in the previous full academic year. The report shall include how revenues were used, the effect on student financial aid, and the effect on the average total cost of attendance per student.

49-7-1605.

Beginning August 1, 2019, each state university and each campus in the University of Tennessee system shall provide, with a student's letter of acceptance, a predictive cost estimate for students applying for undergraduate degree programs for the 2020-2021 academic year and for academic years thereafter.

SECTION 2. This act shall take effect July 1, 2018, the public welfare requiring it.

6


SENATE BILL NO. 1665

PASSED: March 19, 2018


RANDY McNALLY
SPEAKER OF THE SENATE


BETH HARWELL, SPEAKER
HOUSE OF REPRESENTATIVES

APPROVED this 2nd day of April 2018


BILL HASLAM, GOVERNOR

State of Tennessee
2018 Public Acts, Chapter 614

T.C.A. § 49-7-1603(b)

(1) By January 1, 2019, each board shall develop a list of factors that shall be considered when developing recommendations to increase tuition and mandatory fees. The factors shall include at a minimum, the level of state support, total cost of attendance, and efforts to mitigate the financial effect on students.

(2) Each state university and each campus in the University of Tennessee system shall post on its website a summary of the recommendations pursuant to subdivision (b)(1)

Mandatory factors:

1. Level of state support
2. Total cost of attendance
3. Efforts to mitigate the financial effect on students

Additional factors to consider:

1. THEC mandatory tuition and fee ranges
2. Comparison to peer institutions, competitor institutions, other LGIs
3. Higher Education Price Index

Tennessee Tech University

Comments Received Pursuant to Tennessee Code Annotated 49-7-1603

On May 29,2021 Tennessee Tech University published on its Board of Trustees Website a Notice of Proposed Tuition and Mandatory Fee Increase along with a mechanism for collecting comments regarding the proposed fee increase. Also, on May 29,2021 Tennessee Tech University published a notice of the upcoming June board meeting along with a solicitation for comments relating to the proposed increase in maintenance and mandatory fees. The comment period was closed on June 16,2021 in accordance with Tennessee Code Annotated 49-7-1603. Below is a summary of the comments received:

No public comments were received.



Agenda Item Summary

7

Date: June 24, 2021

Agenda Item: Non-Mandatory Fees

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS:

Recommendation of Tennessee Tech's Non-Mandatory Specialized Academic Course Fee (SACF) Fee structure.

Tennessee Tech University
Fee Proposal Summary
FY2021-2022

NON-MANDATORY FEES:

Collapse SACF Fees into Maintenance

Ag & Human Ecology SACF	\$20/ per hour	\$ (202,250)
Arts & Science SACF	\$25/ per hour	\$ (938,750)
Education Upper Division SACF	\$15/ per hour	\$ (435,250)
Fine Arts SACF	\$20/ per hour	\$ (233,750)

Total Revenue Generated Per Fee Proposals **\$ (1,810,000)**

Change in Assesment of SACF Fees :

Business SACF	\$425/ per semester	\$ 1,091,604
Education Ready to Teach SACF	\$165/ per semester	\$ 314,504
Engineering SACF	\$500/ per semester UG \$650/ per semester GR	\$ 2,588,572
Nursing SACF	\$650/ per semester	\$ 650,830

Total Revenue Generated Per Change In Fee Assessment **\$ 4,645,510**

TENNESSEE TECH UNIVERSITY
PROPOSED FEE CHANGES
2021-22

Description	Rates			Annual Revenue Impact of Fee Change	Prior Fee Increases	Justification
	Current 2020-21	Proposed 2021-22	Increase			
NON-MANDATORY FEES:						
Special Academic Course Fees (SACF)						
Agriculture & Human Ecology SACF	\$20 / per hour	Remove		(\$202,250)	2017-18	*Collapse into general tuition
Arts & Sciences SACF	\$25 / per hour	Remove		(\$938,750)	2017-18	*Collapse into general tuition
Business SACF	\$40 / per hour <i>UG \$425 per semester and part time rate of \$36</i> <i>GR \$425 per semester and part time rate of \$43</i> <i>Change name to Business Special Academic Fee</i>	\$425 / per semester Change Assessment		\$1,091,604	2019-20 2018-19 2017-18 2009-10 2003-04	*Create transparency and predictability for student charges
Fine Arts SACF	\$20 / per hour	Remove		(\$233,750)	2017-18	*Collapse into general tuition
Education Upper Division SACF	\$15 / per hour	Remove		(\$435,250)	2017-18	*Collapse into general tuition
Education Ready to Teach (R2T) SACF	\$25 / per hour <i>UG \$165 per semester and part time rate of \$14</i> <i>GR \$165 per semester and part time rate of \$17</i> <i>Change name to Education Special Academic Fee</i>	\$165 / per semester Change Assessment		\$314,504	2012-13	*Create transparency and predictability for student charges
Engineering SACF	\$65 / per hour <i>UG \$500 per semester and part time rate of \$42</i> <i>GR/DO \$650 per semester and part time rate of \$65</i> <i>Change name to Engineering Special Academic Fee</i>	\$500 UG, \$650 GR / per semester Change Assessment		\$2,588,572	2017-18 2016-17 2014-15 2002-03	*Create transparency and predictability for student charges
Nursing Graduate SACF	\$60 / per hour	\$650 / per semester	Change Assessment	\$650,830	2018-19	*Create transparency and predictability for student
Nursing Undergraduate SACF	\$55 / per hour	\$650 / per semester	Change Assessment		2017-18	
Nursing TN eCampus SACF	\$30/ per hour	\$650 / per semester <i>UG \$650 per semester and part time rate of \$55</i> <i>GR \$650 per semester and part time rate of \$65</i> <i>Change name to Nursing Special Academic Fee</i>	Change Assessment		2012-13	

7



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Emeritus President Contract

Review

Action

No action required

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: review and approve the Emeritus President contract for Dr. Robert Bell for 2021-22 pursuant to the laws of the State of Tennessee and Tennessee Tech policies.

8-36-714. Requirements to be compensated as president emeritus Continued eligibility requirements Filing of agreement.

(a) The board of trustees of the University of Tennessee may grant to any former president of the University of Tennessee the title president emeritus. The board of regents of the state university and community college system may also grant to any former president of any college or university governed by the board of regents a similar emeritus title. No former president shall receive any compensation or remuneration for holding the emeritus title, unless the following conditions are met:

(1) The remuneration is for time actually spent by the former president in performing services for the University or board of regents;

(2) An agreement is executed between the respective board and the former president which sets forth the duties to be performed by the former president;

(3) The agreement cannot exceed a term of one-year. The board of trustees of the University of Tennessee or the board of regents may enter into additional one-year agreements with the former president. No renewal agreement shall be entered into until the respective board reviews and is satisfied with the emeritus work performed by the former president. Any such renewal must be approved by an affirmative vote of a majority of the respective board;

(4) The former president must reside in the state of Tennessee at the time of the initial appointment and at the time of any subsequent appointment; and

(5) The former president shall not accrue any additional retirement credit as a result of such appointment.

(b) Notwithstanding any other law to the contrary, any former president receiving compensation or remuneration for holding the emeritus title pursuant to this section shall be eligible to continue drawing such person's retirement allowance; provided, that the former president does not work and is not compensated for more than one hundred twenty (120) days or the equivalent of one hundred twenty (120) days during the one-year appointment, or, if working as a teacher, for more than twenty-four (24) quarter credit hours or eighteen (18) semester credit hours during the one-year appointment. If the period exceeds that specified in this subsection (b), the former president's monthly retirement allowance shall be reduced in direct proportion thereto. The retirement system is authorized to obtain reimbursement for any retirement benefits overpaid as a result of any compensation being paid to a former president in excess of that permitted by this section. Such reimbursement may be made by deductions from the former president's monthly benefit.

(c) For each emeritus appointment for which compensation or remuneration will be paid, the board of trustees of the University of Tennessee and the board of regents shall be responsible for filing the agreement with the retirement division which sets forth the name of the person holding the title, and the beginning and ending date of the appointment. The agreement shall be accompanied with documentation showing the amount of compensation to be paid to the person and the number of hours to be worked. The agreement and documentation shall be filed annually, if applicable, and signed by the former president acknowledging the conditions of the appointment. The board of trustees of the University of Tennessee and the board of regents shall further send written notice to the speaker of the senate, the speaker of the house of representatives, the chairs of the senate standing committees on education and on finance, ways, and means, and the chairs of the house standing committees on education and finance, ways, and means of each emeritus appointment for which compensation or remuneration will be paid.

Tennessee Tech University
NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT
FOR PRESIDENT EMERITUS

TO: Dr. Robert R. Bell


This is to confirm your part-time appointment to a position approved by the Tennessee Tech Board of Trustees as President Emeritus of Tennessee Technological University for a period beginning July 1, 2021, at a monthly salary of \$4,114.84 subject to the terms and conditions hereinafter set forth and our acceptance thereof:

1. This appointment is made subject to the laws of the State of Tennessee, the requirements and policies of the Tennessee Tech Board of Trustees and the requirements and policies of Tennessee Tech University.
2. The term of this agreement is July 1, 2021, to June 30, 2022. It may be renewed on an annual basis following review of the emeritus work performed and approval by the Tennessee Tech Board of Trustees.
3. The above stated salary is contingent upon your successful completion of service for the full term of this agreement. The salary will accrue and will be payable monthly. In the event of failure to complete the specific terms of the appointment, salary will be prorated in accordance with the policies of Tennessee Tech University.
4. This appointment and the above-stated salary are in consideration of your faithful performance to the best of your ability of the duties and responsibilities assigned to you as a part-time employee of Tennessee Tech University. These duties include:
 - ❖ Fund raising for Tennessee Technological University (TTU);
 - ❖ Institution-community relations and activities for TTU; including teaching a class, regional development related activities, and working with the Cookeville Regional Medical Center Board;
 - ❖ Consultation for Tennessee Technological University, as requested;
 - ❖ Provide support in inter-institutional, governmental, legislative, and community relations;
 - ❖ Assist as needed with the completion of selected capital projects;
 - ❖ As requested, represent the President and the University at selected functions and professional meetings;
 - ❖ Recruit students and provide advice to prospective students and their parents;
 - ❖ Promote higher education, the Tennessee Tech University Board of Trustees, and Tennessee Tech University on a continuous basis.

- 5. As a part-time employee, you are not eligible for employment benefits (retirement credit, state insurance plan, annual or sick leave, holiday pay, or longevity credit). Notwithstanding, social security will be deducted from your paycheck unless you are a member of a retirement system or are a rehired annuitant as specified in 26 CFR Part 31.
- 6. This appointment does not include any assurance, obligation, or guarantee of subsequent employment.
- 7. This agreement may be terminated without prior notice.
- 8. By acceptance of this appointment, you agree to abide by the terms of the Drug-Free Workplace Act of 1988 as defined in published institution statements and policy. You also agree to notify TTU-Human Resources of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 9. You are required to notify the President should you become employed at another state agency/institution.
- 10. The following special condition shall govern this appointment:

The retired employee accepts employment for up to 120 days during a 12-month period. The number of hours actually worked will be provided to the institution upon request and will be no less than 247 hours.

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

 4-19-21
APPOINTEE DATE

An Equal Opportunity/Affirmative Action Employer


 4/23/2021
PRESIDENT DATE

President Emeritus Report 2020-2021

During this fiscal year, I performed the following functions (attached) for Tennessee Technological University.

(typed report attached to this work sheet)

I spent at least 256 hours performing the work but less than 120 days.



President Emeritus, Dr. Robert R. Bell

4-19-21

Date

I have reviewed the work of Dr. Robert R. Bell for 2020-2021, and I am satisfied that it was well performed.



President, Dr. Philip B. Oldham

4/23/2021

Date

**Report of President Emeritus Robert R. Bell
Tennessee Technological University
Functions Performed for 2020-21**

Summary of Activities

1. TTU: Teaching, Scholarship, Advocacy
 - a. Seminar Director, Moderator and instructor for the 2021 TTU/Highlands Leaders
 - b. Seminar (non- credit), School of Interdisciplinary Studies (postponed, seminar planning only)
 - c. Served on the Planning committee for the 2021 International Conference of the Society for Advancement of Management
 - d. Began work on a textbook manuscript tentatively titled “Lessons in Leadership.”
 - e. Served as member of the College of Business Board of Trustees, School of Nursing Development Council, advisor to Dean Payne
 - f. Chair, Tornado Relief Disaster Fund Disbursement Task Force, Putnam County/City of Cookeville
 - g. Editorial Review Board Member, *Advanced Management Journal*
 - h. Presented three papers via Zoom at the International Conference of the Society for the Advancement of Management
 - i. Radio Host for “Regional Education Matters” Series on Stonecom Broadcasting
2. Regional Development/TECH-REDI/External Relations:
 - a. Member, Highlands Initiative Workforce Development Task Force;
 - b. Chairman, Industrial Development Board, City of Cookeville: Confidential Work with several new companies locating in Cookeville and expansions of existing industry
 - c. Chairman, County Mayor’s Advisory Committee on Non-profit Allocations, Putnam County
3. Cookeville Regional Medical Center (CRMC):
 - a. Serve on the Hospital Performance Excellence and Ethics Committees, both of which continued to meet virtually during the pandemic.
4. Service to the University in other roles as requested.
 - a. Conducted Campus Tours/Orientation new business/community leaders and job candidates.
 - b. Host for President’s Box, TSSAA Blue Cross Bowl, and other volunteer activities at TSSAA.
 - c. Meetings/Lunches, as requested, with Campus Leaders, Foundation Members, and Regents.
 - d. Participated in virtual Seminars in School of Nursing, College of Business, and Nolan Fowler Constitution Day Lecture
 - e. Updated presidential archives/fund raising histories
5. Other Activities; a: Chair, strategic planning, Rotary Club of Cookeville; b. Lay Leader, First United Methodist Church; c. Board of Directors, First Nat. Bank

Work Report for 2020-21		
July 2020	Total Hours	18
Workforce Development Meeting, Kaitlin Salyer		2 hrs.
Radio Program, "Education Matters in the Upper Cumberland"		3 hrs.
Regional Development/External Relations: Cookeville Chamber		3 hrs.
CRMC Foundation: meeting re joint CRMCF/School of Nursing Grant		1 hr.
Economic Development/Industrial Board: SAIC/Regions Bank		3 hrs.
SAM Editorial Board Teleconference; Editorial Review, Advanced Mgt. Journal		4 hrs.
County Disaster Team		2 hrs.
August 2020	Total Hours	26
Economic Development: Industrial Development Board, Strategic Planning		4 hrs.
College of Business: Outline Leadership Text/early manuscript development for SAM		4 hrs.
Athletics: Zoom Call with AD Mark Wilson, President's Club		1 hr.
TTU Highlands Leadership Course meetings at Chamber		1 hr.
TTU Archives: Recollections of Alliances with Aachen University/Volkswagen, Dohto University		3 hrs.
Radio Program: "Education Matters in the Upper Cumberland"		5 hrs.
Telecons: Role of SON in supporting local COVID awareness: Dr. Gray, Dr. Fleming, Dean Hanna		2 hrs.
Editorial Review: Advanced Management Journal		3 hrs.
County Disaster Team follow-up		3 hrs.
September 2020	Total Hours	16
Society for Advancement of Mgt: Telecons re meetings; Editorial Reviews for Journal		3 hrs.
Education Matters, Stonecom		6 hrs.
Industrial Dev. Board Projects: Aphena Pharma, Portabello/ECD Grant; Milwaukee Tool		5 hrs.
SON Development Council		2 hrs.

October 2020	Total Hours	23
Education Matters, Stonecom Broadcasting		6 hrs.
Manuscript Development, “Lessons in Leadership from the Civil War”		6 hrs.
Industrial Development Board: Project Heavy Mfg., Project Aphena, TTI Floorcare, Chamber of Commerce Clay Shoot and Advisor to Jay Cassetty, Jackson County IDB Chair		5 hrs.
Highlands/TTU Emerging Leader Seminar Planning		2 hrs.
Planning meeting, SAM International Conference		2 hrs.
WH School of Nursing Development Council		2 hrs.
November 2020	Total Hours	16
“Education Matters,” Stonecom Broadcasting		5 hrs.
Highlands Emerging Leaders Seminar, Planning		1 hr.
Highlands Workforce Development		2 hrs.
IDB: Project Riobi, /Milwaukee Tool, ATC; Grants from TN ECD		4 hrs.
TTU: Phone Conference w/ Dr. Elkins, on possible SAM panel		1 hr.
Tornado Relief Closeouts: Zoom with Randy Porter, John Bell		1 hr.
CRMC Ethics Comm.; CRMCF; Zoom Meetings with Scott Lethi, Buffy Key, John Bell		2 hrs.
December 2020	Total Hours	21
Hosted “Education Matters” Stonecom Broadcasting		5 hrs.
Workforce Development Steering Committee		1 hr.
Chamber/Industrial Development Board		4 hrs.
TTU: Hosting Executive Suite TSSAA Blue Cross Bowl		5 hrs.
Manuscript Research and Writing		6 hrs.
January 2021	Total Hours	22
Regional Development: Chamber/Highlands/IDB		3 hrs.
Preparation/Taping, “Educational Matters/Local Matters,” Stonecom Broadcasting		5 hrs.
TTU: Manuscript development: “Lessons in Leadership”		7 hrs.
TTU: Collaboration on SAM Panel with Drs. Guimaraes and Elkins		3 hrs.
Highlands Workforce Development: Highlands Leaders Seminar—Zoom content discussion		1 hr.

ITS/Chris: Troubleshooting software/password updates (phone)	1 hr.
CRMC Ethics Committee	2 hrs.
February 2021	Total Hours 27
Preparation/Taping, "Educational Matters/Local Matters", Stonecom Broadcasting	6 hrs.
Editorial Board Reviews/Adv. Management Journal and SAM Annual Meeting	3 hrs.
Presented Seminar on Time Management: Life Long Learning Series, FUMC	4 hrs.
Chair, Annual Meeting, Cookeville Industrial Development Board (pre-meeting and meeting)	3 hrs.
Leadership Manuscript	3 hrs.
Regional Development: IDB projects/Industrial Park environmental initiative—Jaime Nunan	3 hrs.
Highlands Leaders Seminar—Evaluation of Nominees/Participants/Decision to Postpone	1 hr.
WHSON Development Council Zoom meeting + follow-on discussions re Nursing Week	2 hrs.
Campus Tour, CRMC Nursing candidate, Samantha Wheeler	2 hrs.
March 2020	Total Hours 35
Preparation/Taping, "Educational Matters," Stonecom Broadcasting	5 hrs.
Highlands Industrial Park Environmental Initiative	3 hrs.
Final editing, SAM paper	3 hrs.
Regional Development: IDB/ Chamber	5 hrs.
Archives: Wrote four retrospectives on major gifts/major donor cultivation	4 hrs.
Highlands Leaders Seminar (Closure Decisions/Communication)	2 hrs.
CRMC Ethics Committee	2 hrs.
SAM Editorial Board/Attended SAM International Virtual Conference via Zoom/presented three sessions over two days: Nominated for membership on the Board of Directors	11 hrs.
April 2020	Total Hours 16
Highlands Workforce Development Committee (via ZOOM)	2 hrs.
Preparation/Taping, Education Matters, Stonecom	5 hrs.
IDB—Quarterly Meeting	2 hrs.
Collaboration with Dr. Guimaraes, Dr. Elkins on manuscript, "Universities as Economic Development Catalysts"	3 hrs.
Chair, Putnam County Commission/County Mayor Advisory Committee on Non-Profits	2 hrs.
Building Dedication ceremonies at TTU	3 hrs.

May 2020 (Estimated)	Total Hours	22
Radio Program, "Education Matters in the Upper Cumberland"		5 hrs.
Industrial Development Board:		3 hrs.
Putnam County Commission/County Mayor Advisory Committee on Non-Profits		5 hrs.
Highlands Workforce Development Task Force		2 hrs.
SON: Interviews with Dean Hanna, Rebecca Tolbert		2 hrs.
Collaboration, Dr. Guimaraes, Dr. Elkins on manuscript, Re-editing of "Leadership Lessons"		5 hrs.
June 2020 (Estimated)	Total Hours	14
Radio Program, "Education Matters in the Upper Cumberland"		5 hrs.
Regional Development: IDB/Chamber/Highlands		4 hrs.
SAM Editorial Board manuscript editing/review		2 hrs.
Putnam County Commission/Mayor's Advisory Committee on Non-Profits		3 hrs.

8

Work Report Summary for President Emeritus Dr. Robert R. Bell Tennessee Technological University	
Total for 2020-21 fiscal year July 1, 2020, through April 30, 2021	220 hours
Projected emeriti activities for the remainder of academic and fiscal year, May – June, 2020	36 hours
Grand total for 2020-21	256 hours



Agenda Item Summary

Date: June 24, 2021

Agenda Item: TTU Policy 131 (Preventing and Reporting Fraud, Waste, or Abuse)

Review

Action

No action required

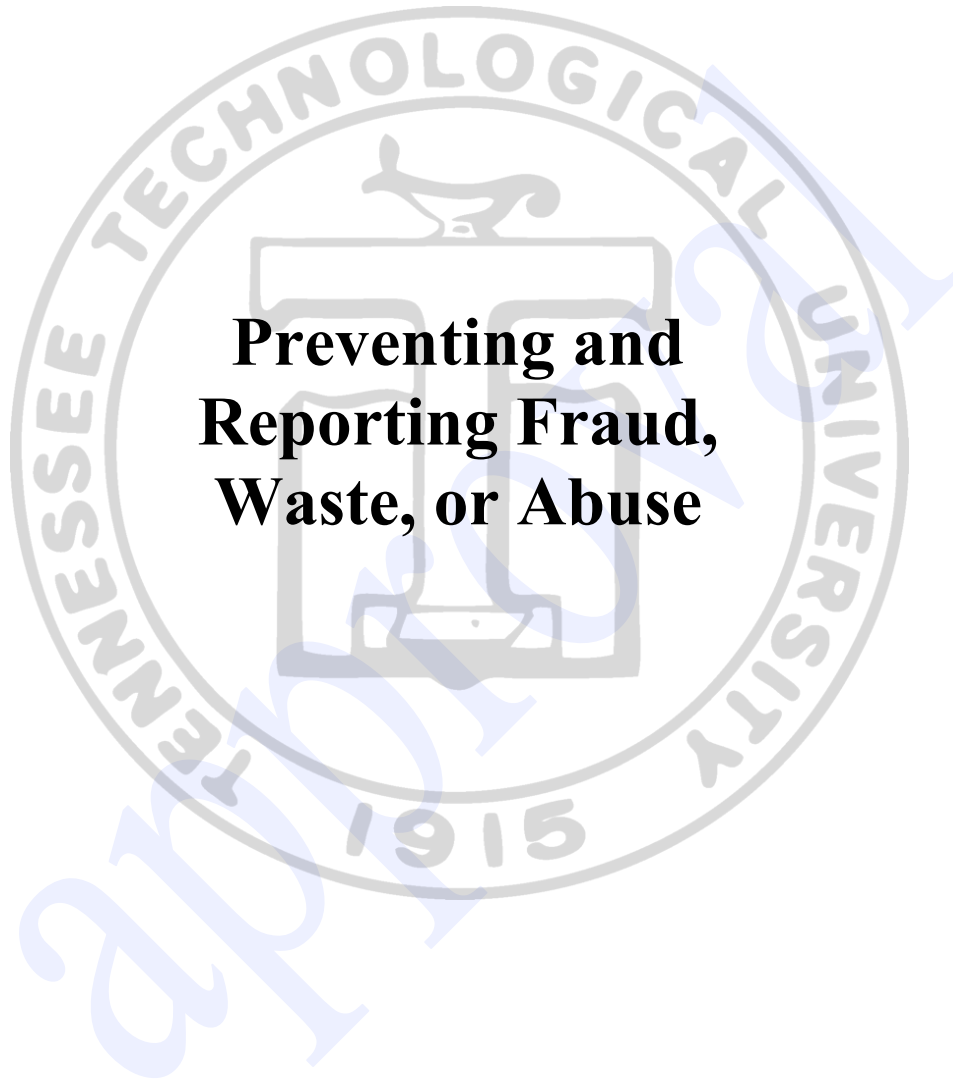
PRESENTERS: Deanna Metts, Director of Internal Audit

PURPOSE & KEY POINTS:

Changes to TTU Policy 131 (Preventing and Reporting Fraud, Waste, or Abuse) are being recommended. In addition to some formatting changes, a summary of the changes follows:

1. Additional personnel titles were added and one title was deleted from those already listed as Executive Administrators.
2. It now states that employees “must” rather than “should” cooperate in an investigation and specifically lists failure to maintain confidentiality as requested by investigators as an action that may result in disciplinary action.
3. It states that protection from retaliation does not prohibit disciplinary action against a complainant if the information provided by the employee is believed in good faith to be fraudulent, dishonest, or stands in willful disregard of the truth.

**Tennessee Technological University
Policy No. 131**



**Preventing and
Reporting Fraud,
Waste, or Abuse**

Effective Date: July 1, 2017

Policy No.: 131

Policy Name: Preventing and Reporting Fraud, Waste, or Abuse

Date Revised: July 1, 2021

I. Purpose

The purpose of this policy is to define fraud, waste, and abuse and describe the procedures related to reporting and investigating fraud, waste, and abuse.

II. Review

The Director of Internal Audit will review this policy every four years or whenever circumstances require a review, whichever is earlier, and make recommendations for revision to the Audit & Business Committee and the Board of Trustees.

III. Definitions

- A.** Fraud – An intentional deception or attempt to deceive that violates a law or the public trust to obtain a financial or other benefit or to avoid an obligation.
- B.** Waste – Behavior involving the extravagant, careless, or needless use of government funds, property, and/or personnel. Waste results in the expenditure, consumption, mismanagement, use, or squandering of institutional assets or resources to the detriment or potential detriment of the institution. Waste may also result from incurring unnecessary expenses due to inefficient or ineffective practices, systems, or controls. Waste does not necessarily involve ~~f~~Fraud, violation of laws, regulations, or provisions of a contract or grant agreement.
- C.** Abuse – Behavior involving the use of government funds or property that a prudent person would not consider reasonable and necessary business practice given the facts and circumstances. Abuse includes misuse of authority or position for personal financial interest or those of an immediate or close family member or business associate. Abuse does not necessarily involve ~~f~~Fraud, violation of laws, regulations, or provisions of a contract or grant agreement. (U.S. Government Accountability Office, Government Auditing Standards, December 2011.)

Examples of Fraud, Waste, and Abuse include, but are not limited to:

- 1.** Theft, misappropriation, misapplication, destruction, removal, or concealment of any institutional assets or resources, including but not limited to funds, securities, supplies, equipment, real property, intellectual property, or data,

2. Improper use or assignment of any institutional assets or resources, including but not limited to personnel, services, or property,
3. Improper handling or reporting of financial transactions, including use, acquisitions, and divestiture of state property, both real and personal,
4. Authorization or receipt of compensation for hours not worked,
5. Use, alteration, or manipulation of data, computer files, equipment, software, networks, or systems, including hacking, software piracy, or similar acts in violation of Tennessee Tech University Policy 801 (Information Technology Acceptable Use),
6. Forgery or unauthorized alteration of documents,
7. Falsification of reports to management or external agencies,
8. Pursuit of a personal benefit or advantage in violation of TTU Policy 132 (Conflict of Interest),
9. Acceptance of bribes, kickbacks, or any gift, rebate, money, or anything of value, or any promise, obligation, or contract for future reward, compensation, property, or item of value, including intellectual property, except as exempted in TTU Policy 132 (Conflict of Interest) or state statutes, including, but not limited to, § T.C.A. 3-6-305,
10. Employees making significant use of Tennessee Tech facilities, equipment, materials, or other resources, not otherwise available to the public, in the course of activities that are not related to Tennessee Tech, without prior disclosure and approval of their direct supervisor and the Business Office, and
11. Faculty or administrators' use of Tennessee Tech students or support staff for personal or non-Tennessee Tech related tasks that are more than incidental or de minimis in nature while the student or support staff is being paid by Tennessee Tech University.

D. Executive Administrator – Employees in administration who report directly to the President or are included in the EEO Code 100 classification as well as other select positions. This includes, the President, Assistant to the President, Provost, Associate Provosts, Deans, University Counsel, Vice -Presidents, Associate Vice Presidents, Assistant Vice Presidents, Compliance Officer, Chief Governmental Affairs Officer, Chief of Staff, Chief Diversity Officer, Chief Communication Officer, Executive Directors, and Directors of Athletics, Institutional Research, Internal Audit, Purchasing, Affirmative Action, and ~~the Cookeville Higher Education Campus~~Auxiliaries.

E. Internal Control - Processes performed by management and employees to provide reasonable assurance of:

1. Safeguards over institutional assets and resources, including, but not limited to, cash, securities, supplies, equipment, property, records, data, or electronic systems,
2. Effective and efficient operations,
3. Reliable financial and other types of reports, and
4. Compliance with laws, regulations, contracts, grants, and policies.

Typical examples of Internal Controls may include, but are not limited to:

1. Adequate separation of duties among employees,
2. Sufficient physical safeguards over cash, supplies, equipment, and other resources,
3. Appropriate documentation of transactions,
4. Independent validation of transactions for accuracy and completeness,
5. Documented supervisory review and approval of transactions or other activities, and
6. Proper supervision of employees, processes, projects, or other operational functions.

IV. Policy

A. Prevention and Detection of Fraud, Waste, or Abuse

1. Tennessee Tech is committed to the responsible stewardship of public resources and endeavors to maintain a work environment that promotes honest and ethical behavior.
2. No employee shall engage in fFraud, wWaste, or aAbuse.
3. Each department is responsible for the prevention and detection of fFraud, wWaste, and aAbuse and must develop and follow Internal Controls for its prevention and detection.
4. Internal Audit, the Tennessee Comptroller of the Treasury (State Audit), and other federal, state, or outside agencies may perform audit procedures to detect or make recommendations to prevent fFraud, wWaste, or aAbuse.

B. Responsibility for Reporting Fraud, Waste, or Abuse

1. Tennessee Tech Executive Administrators with a reasonable basis for believing that fFraud, wWaste, or aAbuse has occurred must report such incidents immediately. Failure to report may result in disciplinary action.
2. Other employees with a reasonable basis for believing that fFraud, wWaste, or aAbuse has occurred are strongly encouraged to immediately report such incidents (T.C.A § 8-50-116).

3. Students, citizens, and others are also encouraged to report known or suspected acts of fFraud, wWaste, or aAbuse.
4. Proof of an improper activity is not required at the time the incident is reported.
5. Employees who knowingly make false accusations may be subject to disciplinary action.
- 5.

C. Confidentiality of Reported Information

1. During investigations, investigators will limit information sharing to a “need-to-know” basis.
2. Pursuant to T.C.A § 49-14-103 (a), the following information is confidential and not subject to disclosure in a public records request;
 - a. Detailed information received by the internal auditor about an on-going investigation,
 - b. The identities of persons communicating information in an investigation concerning allegations of fFraud, wWaste, or aAbuse, and
 - c. Working papers of the internal auditor created during an investigation.
3. Although every attempt will be made to keep information confidential, circumstances such as a court order or subpoena may result in disclosure of individual identities and information.
4. Because Tennessee Tech has a separate legal obligation to investigate certain complaints (e.g., complaints of illegal harassment or discrimination), Tennessee Tech cannot ensure anonymity or complete confidentiality in certain cases.

D. Methods for Reporting Fraud, Waste, or Abuse

1. Employees, including supervisors, should not confront the suspected individual or initiate an investigation on their own since such actions could compromise the investigation.
2. To report fFraud, wWaste, or aAbuse, employees, including supervisors, must report the matter as described below.
3. Incidents of fFraud, wWaste, or aAbuse should be reported to one of the following:
 - a. A supervisor or department head,

- b. An institutional executive (e.g. Dean, Associate Vice President, Vice President, President),
 - c. Tennessee Tech Internal Audit at 931-372-3045 or [online using Tennessee Tech’s Internal Audit Fraud, Waste, and Abuse online Report Form, at www.tntech.edu/internalaudit/fwa.php](#), or
 - d. The Tennessee Comptroller of the Treasury’s hotline for Fraud, Waste, and Abuse at 800-232-5454 or [online at www.comptroller.tn.gov/office-functions/investigations/fraud-waste-and-abuse.html](#).
4. If the incident involves the reporting employee’s immediate supervisor, s/he should report the incident to the next highest-level supervisor or one of the executives or offices listed above.
 5. A department head, supervisor, or institutional executive who receives notice of known or suspected fFraud, wWaste, or aAbuse must immediately report the incident to Internal Audit or one of the following:
 - a. President,
 - b. Vice President for Planning and Finance, or
 - c. University Police, who will immediately notify Tennessee Tech Internal Audit.
 6. The Director of Internal Audit will notify the Tennessee Comptroller of the Treasury of instances of fFraud, wWaste, or aAbuse.
 7. Management will evaluate the information provided and make a determination concerning any other external reporting obligations.

E. Cooperation of Employees

Employees ~~should~~must assist with and cooperate in an investigation, and failure to cooperate [or maintain confidentiality as requested by the investigators](#) may result in disciplinary action up to and including termination.

F. Protection from Retaliation

1. Tennessee Tech prohibits discrimination or retaliation against employees for reporting facts or allegations related to fFraud, wWaste, or aAbuse, or for cooperating with auditors conducting an investigation.
2. Tennessee Tech will impose disciplinary actions, up to and including termination, on anyone who engages in retaliatory behavior.
- 2.3. [This protection from retaliation does not prohibit the President or supervisor of the employee reporting information about fraud, waste, or abuse from](#)

taking any appropriate action or disciplinary action against the employee if the President or supervisor believes in good faith that the information being reported is fraudulent, is dishonest, or willfully disregards the truth or falsity of the information.

G. Disciplinary Actions

Employees who engage in **f**raud, **w**aste, or **a**buse may be disciplined, up to and including termination, and may be subject to criminal prosecution.

H. Cases Involving Gross Misconduct

1. If an employee suspected of gross misconduct resigns during the investigation, the employee’s personnel file will reflect the situation as of the date of the resignation and the outcome of the investigation.
2. An employee who is dismissed for gross misconduct or who resigns or retires to avoid dismissal for gross misconduct shall not be entitled to any payment for accrued but unused annual leave at the time of dismissal.

I. Referrals

In a case where allegations are of concern to management but do not constitute **f**raud, **w**aste, or **a**buse, or are de minimis in nature, Internal Audit will refer the case to the appropriate office for pertinent action, if any.

V. Interpretation

The President or his/her designee has the final authority to interpret the terms of this policy.

VI. Citation of Authority

T.C.A. § 3-6-305; T.C.A. § 4-35-107; T.C.A. § 8-19-501; T.C.A. § 8-50-116; T.C.A. § 8-50-807; T.C.A. § 49-14-101 et seq.

Approved by:

Administrative Council: September 7, 2016

University Assembly: November 16, 2016

Board of Trustees: June 15, 2017

Approval



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Review of Audit Committee Charter



Review



Action



No action required

10

PRESENTERS: Deanna Metts, Director of Internal Audit

PURPOSE & KEY POINTS:

In accordance with the Audit Committee Charter, the Audit & Business Committee must review and assess the adequacy of the Audit Committee Charter every 4 years or as needed, whichever is earlier, and request Board approval for any changes.

As 4 years have almost passed since the current charter was adopted by the Board, it is being presented for review and assessment. No changes to the charter are recommended at this time.

Tennessee Tech University

Audit Committee Charter

I. Purpose

The Audit & Business Committee ("Committee"), a standing committee of the Tennessee Tech Board, will operate in compliance with the "State of Tennessee Audit Committee Act of 2005" (Tennessee Code Annotated Title 4, Chapter 35) and will assist the Board in fulfilling its responsibilities by reporting regularly to the Board about Committee activities and issues that arise.

The Committee will provide oversight in the following areas:

- A. Audit engagements with the Tennessee Comptroller's Office, including the integrity of financial statements and compliance with legal and regulatory requirements,
- B. Audit engagements with external auditors,
- C. Internal Audit activities,
- D. Internal Audit administration,
- E. Internal controls and compliance with laws, regulations, and other requirements,
- F. Risk and control assessments,
- G. Fraud, waste, and abuse prevention, detection, and reporting, and
- H. Other areas as directed by the Board.

II. Authority

The Committee has the authority to conduct or authorize audits or investigations into any matter within its scope of responsibility. The Committee is authorized to:

- A. Seek any information it requires from employees or external parties. Employees are directed to cooperate with the Committee's requests,
- B. Have access to all books, records, and physical properties of Tennessee Tech,
- C. Meet with Board and institutional officials, external and internal auditors, legal counsel, or others as necessary, and
- D. Delegate authority to subcommittees, providing that such decisions by any subcommittee are presented to the full Committee at its next scheduled meeting.

III. Responsibilities

The Committee has responsibilities for the following:

- A. Tennessee Comptroller's Office Audits ("State Auditors")
 - 1. Understand the scope and approach used by the State Auditors in conducting their examinations,

2. Review results of the Comptroller's examinations of financial statements and any other matters related to the conduct of the audits,
3. Review with management and legal counsel any legal matters (including pending litigation) that may have a material impact on the financial statements, and any material reports or inquiries from regulatory or governmental agencies,
4. Ensure that the Comptroller is notified of any indications of fraud in the manner prescribed by the Comptroller,
5. Resolve any differences between management and the Comptroller's auditors regarding financial reporting, and
6. Meet, as needed, with the Comptroller's auditors to discuss any matters that the Committee or State Auditors deem appropriate.

B. External Audits

1. Understand the scope and approach used by the external auditors in conducting their examinations,
2. Review results of the external auditors' examinations and any other matters related to the conduct of the external audits, and
3. Meet, as needed, with the external auditors to discuss any matters that the Committee or external auditors deem appropriate.

C. Internal Audit Activities

1. Ensure that the Director of Internal Audit reports directly to the Committee and has direct and unrestricted access to the chair and other committee members,
2. Review and approve the charter for the Tennessee Tech's Internal Audit department,
3. Review and approve the annual audit plans for Tennessee Tech's Internal Audit department, including management's request for unplanned audits,
4. Receive and review significant results of internal audits performed,
5. Work with Tennessee Tech management and Internal Audit to assist with the resolution of cooperation issues and to ensure the implementation of audit recommendations,
6. Review the results of the year's work with the Director of Internal Audit, and
7. Ensure the Tennessee Tech Internal Audit function maintains a quality assurance and improvement program, including internal procedures and assessments and a periodic external quality assessment of conformance with the Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*.

D. Internal Audit Administration

1. Ensure the Director of Internal Audit's administrative reporting relationship to the President is independent.
2. Ensure that Tennessee Tech Internal Audit has adequate resources in terms of staff and budget to effectively perform its responsibilities.

3. Review and approve the appointment, compensation, reassignment, or dismissal of the Director of Internal Audit.

E. Risk, Internal Control and Compliance

1. Consider the effectiveness of the internal control system and compliance with laws and regulations, including computerized information system controls and security,
2. Review and evaluate risk assessments performed by institutional management and the Board, and
3. Inform the Comptroller of the Treasury of the results of risk assessments and controls completed by Tennessee Tech management.

F. Fraud

1. Ensure that the Board and the institution have an effective process in place to prevent, detect, and report fraud, waste and abuse.
2. Facilitate audit and investigative matters, including advising auditors and investigators of any pertinent information received by the Committee.

G. Other

1. Review and assess the adequacy of the Committee's charter every four years or as needed, whichever is earlier, requesting Board approval for any proposed changes.
2. Ensure there are procedures for the receipt, retention, and treatment of complaints about accounting, internal controls, or auditing matters.
3. Review Tennessee Tech's code of conduct and /or policies regarding employee conduct to ensure that they are easy to access, are widely distributed, are easy to understand and implement, include a confidential mechanism for reporting code violations, are enforced, and include a conflict of interest policy.
4. Review Tennessee Tech's conflict of interest policy to ensure that the term "conflict of interest" is clearly defined, the policy is comprehensive, annual signoff is required, and potential conflicts are adequately resolved and documented.

IV. Independence

Each Committee member shall be independent in fact and appearance of any interests that are in conflict with their duties as a Committee member.

V. Membership

- A. Pursuant to Tennessee Code Annotated Section 4-35-104, the Committee shall have at least three but not more than five members,
- B. The Committee and its chair shall be nominated and approved by the Board.
- C. Each Committee member shall serve for a term not to exceed two years and may be reappointed,

- D. The Committee chair shall serve for a term not to exceed two years and may be reappointed,
- E. The Committee chair preferably shall have accounting and financial management expertise, and
- F. The other members of the Committee shall be generally knowledgeable in financial, management, and auditing matters.

VI. Meetings

- A. The Committee shall meet as necessary, but at least annually, and also whenever requested by the chair of the Committee or Board or the Comptroller of the Treasury.
- B. The Committee may invite Board management, auditors, or others to attend and provide relevant information.
- C. The Board Secretary or designee shall take minutes at each meeting of the Committee and maintain approved minutes as the official record of such meeting.
- D. A majority of the members of the Committee shall constitute a quorum for the transaction of business.
- E. All meetings of the Committee shall adhere to the Open Meetings Act, Tennessee Code Annotated Title 8, Chapter 44, except that pursuant to Tennessee Code Annotated Section 4-35-108(b), the Committee may hold confidential, nonpublic executive sessions for the sole purpose of discussing the following:
 - 1. Items deemed not subject to public inspection under Tennessee Code Annotated, Sections 10-7-503 and 10-7-504, and all other matters designated as confidential or privileged under state or federal law,
 - 2. Litigation,
 - 3. Audits or investigations, and
 - 4. Matters involving information under Tennessee Code Annotated Section 4-35-107(a) where the informant has requested anonymity.

Approvals

Approved by:  Date: 8-17-17
 Teresa Vanhooser
 Chair of the Audit & Business Committee

Approved by:  Date: 8/17/17
 Thomas Jones
 Chairman of the Board

10



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Faculty Promotions

Review

Action

No action required

PRESENTERS: Dr. Lori Bruce, Provost

PURPOSE & KEY POINTS: Decisions and supporting documentation for granting promotions to eligible faculty members.

Tennessee Tech University

Board of Trustees



FACULTY PROMOTION CERTIFICATION STATEMENT

Twenty-six faculty members are hereby recommended for promotion beginning August 2021.

Zero faculty members are recommended for promotion by exception.

Number of faculty at each rank prior to recommendations:

- 35 Instructor
- 12 Senior Instructor
- 55 Lecturer
- 15 Senior Lecturer
- 90 Assistant Professor
- 117 Associate Professor
- 124 Professor

The recommendations for promotion include the following:

- 0 from Instructor to Senior Instructor
- 5 from Lecturer to Senior Lecturer
- 12 from Assistant to Associate Professor
- 9 from Associate to Professor

If these recommendations are approved, the distribution of rank among the faculty members at Tennessee Tech University in Fall 2021, including new positions being anticipated will be:

<u>RANK</u>	<u>NUMBER</u>	<u>PERCENTAGE</u>
Instructor	35	8%
Senior Instructor	12	3%
Lecturer	55	12%
Senior Lecturer	15	3%
Assistant Professor	90	20%
Associate Professor	117	26 %
Professor	124	28%

The percentage of total faculty recommended for promotion in June 2021 is 6%.

DATE: May 12, 2021

Tennessee Tech University
Board of Trustees



FACULTY PROMOTION RECOMMENDATIONS FOR 2021 – 2022

Recommended personnel are listed alphabetically by last name.

	Name	Department/Division	Proposed Rank	Current Rank
1	Atkinson, Megan	Volpe Library	Associate Professor	Assistant Professor
2	Baker, Jane	Curriculum & Instruction	Professor	Associate Professor
3	Baker, Julie	Teacher Education	Professor	Associate Professor
4	Carrick, Jesse	Chemistry	Professor	Associate Professor
5	Daniels, Jared	Mathematics	Senior Lecturer	Lecturer
6	Davis, Ann	Accounting	Professor	Associate Professor
7	Frye, Steve	Interdisciplinary Studies	Professor	Associate Professor
8	Gaetjens, Stuart	Volpe Library	Associate Professor	Assistant Professor
9	Garner, Steve	Accounting	Associate Professor	Assistant Professor
10	Gichuhi, Wilson	Chemistry	Associate Professor	Assistant Professor
11	Hunt, Helen	English	Associate Professor	Assistant Professor
12	Isbell, Janet	Teacher Education	Professor	Associate Professor
13	Kazanas, Stephanie	Counseling & Psychology	Associate Professor	Assistant Professor
14	Kim, Duckbong	Manufacturing & Engineering Technology	Associate Professor	Assistant Professor
15	Lee, Emily	Nursing	Associate Professor	Assistant Professor
16	Luke, Chad	Counseling & Psychology	Professor	Associate Professor
17	Meadows, Jennifer	Curriculum & Instruction	Associate Professor	Assistant Professor
18	Mestayer, Colleen	Communication	Senior Lecturer	Lecturer

Tennessee Tech University
Board of Trustees



19	Pech, Wesley	Economics, Finance & Marketing	Professor	Associate Professor
20	Richards, Jessica	Exercise Science	Associate Professor	Assistant Professor
21	Roberts, Toni	Nursing	Senior Lecturer	Lecturer
22	Spears, Amber	Curriculum & Instruction	Associate Professor	Assistant Professor
23	Swallows, Jerry	Biology	Senior Lecturer	Lecturer
24	Talbert, Doug	Computer Science	Professor	Associate Professor
25	Thurmond, Paul	Music	Senior Lecturer	Lecturer
26	VandenBerge, Daniel	Civil & Environmental Engineering	Associate Professor	Assistant Professor



Agenda Item Summary

Date: June 24, 2021

Agenda Item: Tenure Recommendations

Review

Action

No action required

PRESENTERS: Dr. Lori Bruce, Provost

PURPOSE & KEY POINTS: Recommendations and supporting documentation for granting tenure to eligible faculty members.

Tennessee Tech University

Board of Trustees



FACULTY TENURE CERTIFICATION STATEMENT

Eleven faculty members are hereby recommended for tenure beginning August 2021.
Zero faculty members are recommended for tenure by exception.

If these recommendations are approved, the percentage of tenured faculty members at Tennessee Tech University in Fall 2021 will be 59%, which includes new tenure-track positions anticipated for 2021-2022.

DATE: May 12, 2021

Tennessee Tech University
Board of Trustees



FACULTY TENURE RECOMMENDATIONS FOR 2021 – 2022

Recommended personnel are listed alphabetically by last name. An asterisk indicates faculty also being recommended for promotion.

	Name	Department/Division	Current Rank
1	Atkinson, Megan	Volpe Library	Assistant Professor*
2	Gaetjens, Stuart	Volpe Library	Assistant Professor*
3	Garner, Steve	Accounting	Assistant Professor*
4	Gichuhi, Wilson	Chemistry	Assistant Professor*
5	Hunt, Helen	English	Assistant Professor*
6	Kazanas, Stephanie	Counseling & Psychology	Assistant Professor*
7	Kim, Duckbong	Manufacturing & Engineering Technology	Assistant Professor*
8	Meadows, Jennifer	Curriculum & Instruction	Assistant Professor*
9	Richards, Jessica	Exercise Science	Assistant Professor*
10	Spears, Amber	Curriculum & Instruction	Assistant Professor*
11	VandenBerge, Daniel	Civil & Environmental Engineering	Assistant Professor*